

**Agenda**  
**Monroe County Airport Authority**  
**Annual Meeting**  
**March 23, 2022**  
**12:00 Noon**

- |    |   |                            |
|----|---|----------------------------|
| 1. | Pledge of Allegiance                    | Vazzana                    |
| 2. | Roll Call                               | Vazzana                    |
| 3. | Approval of Minutes from March 17, 2021 | Vazzana                    |
| 4. | Appointment of Officers                 | Vazzana                    |
|    | Proposed Slate:                         |                            |
|    | Vice Chairperson:                       | R. Thomas Flynn            |
|    | Assistant Secretary:                    | Donald L. Crumb, Jr., Esq. |
|    | Assistant Treasurer:                    | Maryanne Fedison           |
| 5. | Other Business                          | Vazzana                    |
| 6. | Adjournment                             | Vazzana                    |

**Agenda**  
**Monroe County Airport Authority**  
**Regular Meeting**  
**March 23, 2022**  
**12:05 p.m.**

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|---|---------------|
| 1. Roll Call  | Vazzana       |
| 2. Notice of Public Hearing Concerning Lease of Airport Property Located at 1195 Scottsville Road   | Vazzana/Crumb |
| 3. Approval of Minutes from January 19, 2022  | Vazzana       |
| 4. Treasurers Report  | Franklin      |
| 5. Appointment of Member to Monroe County Airport Authority Board Committee   | Moore         |
| 6. Finance Committee Report   | Stuart        |
| 7. Governance Committee Report  | Flynn         |
| 8. Audit Committee Report   | Perrone       |
| 9. Approve Submission of Annual Report and Acceptance of 2021 Audit Report by Bonadio & Company, LLP for the Monroe County Airport Authority at the Frederick Douglass-Greater Rochester International Airport  | Fedison       |
| 10. Authorize an Amendment of the Lease with Federal Express Corp. For approximately 123,220 additional square feet Premises of Unimproved property adjacent to the Commercial Building owned By Federal Express Corp. located at 1195 Scottsville Rd., at the Frederick Douglass-Greater Rochester International Airport | Moore         |
| 11. Authorize a Contract with Patrick Giuliano d/b/a GUSTO for a Food & Beverage Concession for the Monroe County Airport Authority at the Frederick Douglass-Greater Rochester International Airport   | Moore         |
| 12. Authorization to Offer an Incentive for New Entrant Cargo Carriers at the Frederick Douglass-Greater Rochester International Airport.   | Moore         |
| 13. Litigation Report   | Crumb         |
| 14. Traffic Report  | Haas          |
| 15. Director's Report   | Moore         |
| 16. Other Business  | Vazzana       |

Next Meeting is May 18, 2022

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. \_\_ of 2022**

**APPOINTMENT OF COMMITTEE MEMBER TO THE MONROE COUNTY  
AIRPORT AUTHORITY BOARD**

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

Section 1. The Monroe County Airport Authority hereby appoints Member to the  
following Committee as follows:

Governance Committee  
**Hon. Howard Maffucci**

Section 2. This resolution shall take effect immediately.

ADOPTION: Date: March 23, 2022

Vote: x-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 March 23, 2022

Dated:

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

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. \_\_\_ of 2022**

**APPROVE SUBMISSION OF ANNUAL REPORT AND ACCEPTANCE OF 2021 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, 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. (<https://rocairport.com/mcaa>)

Section 4. The Authority having reviewed the 2021 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.

ADOPTION: Dated: March 23, 2022

Vote: x-x

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 March 23, 2022

Dated: \_\_\_\_\_

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

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. \_\_\_\_\_ of 2022**

**AUTHORIZE AN AMENDMENT OF THE LEASE WITH FEDERAL EXPRESS CORPORATION FOR APPROXIMATELY 123,220 ADDITIONAL SQUARE FEET PREMISES OF UNIMPROVED PROPERTY ADJACENT TO THE COMMERCIAL BUILDING OWNED BY FEDERAL EXPRESS CORPORATION, LOCATED AT 1195 SCOTTSVILLE ROAD, AT THE FREDERICK DOUGLASS-GREATER ROCHESTER INTERNATIONAL AIRPORT**

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

Section 1. The Administrative Director is hereby authorized to execute, on behalf of the Monroe County Airport Authority, an amendment of the current lease and any amendments thereto with Federal Express Corporation for approximately 123,220 additional square feet premises of unimproved property adjacent to the commercial building owned by Federal Express Corporation, located at 1195 Scottsville Road, at the Frederick Douglass-Greater Rochester International Airport, for use solely by Federal Express Corporation, to operate its business.

Section 2. The amendment shall incorporate the additional real property into the leased premises and increase the rent as shown on the attached chart.

Section 3. The records in the office of the Monroe County Treasury have indicated that neither Federal Express Corporation nor any of its principal officers owe any delinquent Monroe County property taxes.

Section 4. This resolution shall take effect once the local law permitting the amendment is duly authorized by the Monroe County Legislature and is filed with the State of New York.

ADOPTION:      Date: March 23, 2022

Vote:    x-x

I, Donald L. Crumb, Jr., Esq., Asst. 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, 2022  
Dated:

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

## Federal Express Corporation Rent

### INITIAL TERM

Year	Period Start	Period End	Annual Rent	Escalation	Monthly Rent
1	10/1/2020	9/30/2021	\$130,441.28	0.00%	\$10,870.11
2	10/1/2021	Date*	\$130,441.28	0.00%	\$10,870.11
	Date*	9/30/2022	\$182,193.28	0.00%	\$15,182.77
3	10/1/2022	9/30/2023	\$182,193.28	0.00%	\$15,182.77
4	10/1/2023	9/30/2024	\$187,659.08	3.00%	\$15,638.26
5	10/1/2024	9/30/2025	\$187,659.08	0.00%	\$15,638.26
6	10/1/2025	9/30/2026	\$187,659.08	0.00%	\$15,638.26
7	10/1/2026	9/30/2027	\$193,288.85	3.00%	\$16,107.40
8	10/1/2027	9/30/2028	\$193,288.85	0.00%	\$16,107.40
9	10/1/2028	9/30/2029	\$193,288.85	0.00%	\$16,107.40
10	10/1/2029	9/30/2030	\$199,087.52	3.00%	\$16,590.63

### FIRST OPTION

#### PERIOD

11	10/1/2030	9/30/2031	\$199,087.52	0.00%	\$16,590.63
12	10/1/2031	9/30/2032	\$199,087.52	0.00%	\$16,590.63
13	10/1/2032	9/30/2033	\$205,060.15	3.00%	\$17,088.35
14	10/1/2033	9/30/2034	\$205,060.15	0.00%	\$17,088.35
15	10/1/2034	9/30/2035	\$205,060.15	0.00%	\$17,088.35

### SECOND OPTION PERIOD

16	10/1/2035	9/30/2036	\$211,211.95	3.00%	\$17,601.00
17	10/1/2036	9/30/2037	\$211,211.95	0.00%	\$17,601.00
18	10/1/2037	9/30/2038	\$211,211.95	0.00%	\$17,601.00
19	10/1/2038	9/30/2039	\$217,548.31	3.00%	\$18,129.03
20	10/1/2039	9/30/2040	\$217,548.31	0.00%	\$18,129.03

\*Date dependent on commencement of Amendment

# MONROE COUNTY AIRPORT AUTHORITY

## RESOLUTION NO. of 2022

### **AUTHORIZE A CONTRACT WITH PATRICK GIULIANO d/b/a GUSTO FOR A FOOD & BEVERAGE CONCESSION FOR THE MONROE COUNTY AIRPORT AUTHORITY AT THE FREDERICK DOUGLASS- 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 Frederick Douglass-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 Five (5) years with the option to extend for Two (2) consecutive terms of up to Five (5) 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 \$12,056.00 or 6.34% 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. The records in the office of the Monroe County Treasury have indicated that neither Patrick Giuliano d/b/a GUSTO nor any of its principal officers owe any delinquent Monroe County property taxes.

Section 5. This resolution shall take effect immediately.

ADOPTION: Date: March 23, 2022

Vote: X-X

I, Donald L. Crumb, Jr., Esq., Asst. 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, 2022

Dated:

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

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. \_\_\_\_ of 2022**

**AUTHORIZATION TO OFFER AN INCENTIVE FOR NEW ENTRANT CARGO CARRIERS AT THE FREDERICK DOUGLASS- GREATER ROCHESTER INTERNATIONAL AIRPORT (ROC)**

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 an incentive for New Entrant All-Cargo Air Carrier that has not operated from ROC within the prior 12 months that establishes scheduled, year – round, nonstop service from the Frederick Douglass-Greater Rochester International Airport (ROC) to any destination.

Section 2. The Administrative Director is authorized to waive Landing Fees for the first 12 months of operation at ROC. This Cargo Incentive is a one-year (1) program effective one year (1) from the start date of service.

Section 3. This resolution shall take effect immediately.

ADOPTION:

Dated: March 23, 2022

Vote: X-X

I, Donald L. Crumb, Jr., Esq., Asst. 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, 2022  
Dated:

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