

Minutes

**MONROE COUNTY AIRPORT AUTHORITY – VIA VIDEO CONFERENCE
REGULAR MEETING
September 23, 2020**

Present:

James G. Vazzana, Esq., Chairman
R. Thomas Flynn, Vice-Chairman
Hank Stuart
Hon. Stephen Brew
Hon. Joshua Bauroth
Susan Keith
John J. Perrone, Jr.

Excused Absence:

John Bringewatt Esq.

Others Present:

Andrew Moore	Administrative Director
Bill Johnston	Deputy Director ROC
Robert Franklin	Treasurer
Donna Schott	Executive Secretary
Donald L. Crumb, Jr. Esq.	Assistant Secretary
Maryanne Fedison	Assistant Treasurer
Dave Haas	Sr. Management Analyst
David Young	Sr. Staff Assistant
Rich Wood	US Airports

Meeting was called to order by the Chairman @ 12:00 PM

Approval of the Minutes from July 15, 2020

The minutes were approved without changes. A motion to accept the minutes was moved by Vice-Chairman T. Flynn and seconded by Member S. Keith. The motion passed unanimously 7-0.

Treasurers Report

Treasurer Robert Franklin reported that there are two (2) reports today to go before the Board. The statement for Travel and Business had four (4) items totaling \$489.98. The statement for Credit Card usage for the period of July – August 2020 had on it two (2) charges totaling \$19.98 for subscriptions to the Democrat & Chronicle. Both were submitted within the required 10 days and with appropriate supporting documentation.

A motion to accept the report on Travel and Business was moved by Member S. Brew and seconded by Member S. Keith. The motion passed unanimously 7-0.

A motion to accept the report on Credit Card usage was moved by Member S. Keith and seconded by Member S. Brew. The motion passed unanimously 7-0.

Audit Committee Report

Presented by Member Perrone.

Approval and Adoption of the 2021 MCAA Operating Budget

Assistant Treasurer Fedison reported that she had presented the proposed 2021 MCAA Operating Budget to the Audit Committee earlier today. The Proposed 2021 MCAA \$ 22.4 million dollar Operating Budget is 23.8% less than the 2020 MCAA Operating Budget. A motion to accept the approval and adoption of the 2021 MCAA Operating Budget was moved by Member S. Brew and seconded by Member S. Keith. The motion passed unanimously 7-0.

Approval and Adoption of the 2021 MCAA Renewal & Replacement Budget

Assistant Treasurer Fedison also presented the 2021 MCAA Renewal & Replacement (R & R) Budget of \$ 3.4 million to the Audit Committee earlier. A motion to accept the approval and adoption of the 2021 MCAA Renewal & Replacement Budget based upon the Audit Committee recommendation was moved by Member S. Keith and seconded by Member S. Brew. The motion passed unanimously 7-0.

Approval and Adoption of Parking Rates for the MCAA at the Greater Rochester International Airport

Administrative Director Moore, suggested modifying the wording on the resolution to clarify the reduction in cost for each lot. He suggested it be changed to "Weekly Parking (Green Lot) becomes \$8.00 a day for \$56.00 a week and the Garage Roof Parking (Third Floor) becomes \$12.00 a day or \$84.00 a week." A motion was moved to accept these changes by Member J. Bauroth and seconded by Member J. Perrone. The motion passed unanimously 7-0.

Authorize a Lease with Federal Express Corporation for Approximately 352,544 sq.' Premises Improved with a Commercial Building Owned by Federal Express Corporation, Located at 1195 Scottsville Rd. at the Greater Rochester International Airport

The lease is for ten (10) years with two (2), five (5) year renewals. A motion was moved by Member S. Brew and seconded by Member J. Bauroth . The motion passed unanimously 7-0.

Authorize a Contract with TDG Corp., d/b/a Sirness Vending Services for the MCAA at the Greater Rochester International Airport

Administrative Director Moore, stated there were 3 RFP applicants who responded and Sirness provided the best proposal and therefore selected. A motion was moved by Member S. Keith and seconded by Vice-Chairman T. Flynn . The motion passed unanimously 6-0 with Chairman, J. G. Vazzanna Esq. recusing himself.

Authorize an Extension of a Contract with VMD Systems Integrators, Inc. to Provide Exit Lane Monitors for the MCAA at the Greater Rochester International Airport

Administrative Director Moore, explained this 2 month extension to VMD's contract for Exit Lane Monitoring will allow the RFP process to proceed properly. A motion was moved by Member J. Bauroth and seconded by Member S. Brew. The motion passed unanimously 7-0.

Traffic Report

Mr. Dave Haas reported that enplanements for July were 21,996, which were down 81% from July 2019. August enplanements were 23,166, down 80% from August 2019. YTD enplanements of 317,221 were down 63% compared to YTD 2019. All New York airports are showing the same degree of impact by the pandemic.

Mr. Haas also stated that ROC is showing a steady improvement of daily enplanements from April 2020, when we hit our lowest of 105 per day. June showed 579, July 710, and August 747 daily enplanements.

Administrative Director's Report

a. Capital Projects Report

Administrative Director Moore opened his report with Deputy Director Bill Johnston presenting a Capital Projects Report update as listed below:

Airfield Projects

Active Construction:

- **Taxiway H Extension:**
Construction started 9/16; 2 year project with August 2021 completion.
- **Runway 10-28 Obstruction Removal:**
Final comments to Environmental Assessment. Potential Design / Construct in FY '21.
- **Taxiway F Design:**
Design underway. December 1, 2020 target for 90% Plans.
- **Snow Removal Equipment (SRE) Building:**
Programming Complete. Design / Construct in FY '21.

Completed Construction:

- **Westside Service Road Relocation**
- **East Apron Pavement Rehabilitation**
- **Runway 10-28 Guard Lights**
- **Runway 4-22**
Programming Complete. Design / Construct in FY '21.

Buildings / Facility:

Active Construction:

- **900 Ramp and Hanger Floor Rehab**
September start, Apron Rehab. Rehab of Floor Spring '21 (State Grant)
- **Customs Facility Relocation (Local).**
Submitted for a State Grant. Announcement in the Fall '20
- **Renovation of the Dep. Level Bathrooms**
The renovation of the restrooms anticipated re-start, October '20

Completed Construction:

- **PSTF / ARFF:**
- **Standby Generator Replacement:**

On Hold Projects

- **Parking Guidance (State Grant).**
Will re-assess the schedule Fall '20.
- **300 Ramp and Tie-down area:**
(includes Design and Const. Est.) (Local). Hanger door replacement in progress.
- **North Apron, West (1-5) (PFC 5).**
Survey only. No Design yet.
- **Taxiway C West Design(PFC 6).**
- **Demolition of Hanger 1 and 2 (Local).**

b. Administrative Director Moore's comments

Administrative Director Moore informed the board he was named President of the New York Aviation Management Association (NYAMA). Currently NYAMA is in discussion with the Governor regarding airport COVID testing for passengers, modelling what Hawaii is currently doing. If implemented this would alleviate the need for the 14-day quarantine.

Administrative Director Moore reported that the FAA has received everything they need from ROC regarding the name change of the airport and it is now in the FAA hands.

Administrative Director Moore reported that ROC received another award for the ROC Terminal & Canopy Project, making our total to 13 awards and recognitions. Chairman Vazzana thanked Administrative Director Moore for securing all these accolades.

He informed the board that the Part 139 Certification inspection would be scheduled in the near future.

Administrative Director Moore, happily reported that American Airlines has announced a Non-Stop flight to Miami, FL. Southwest has expanded service this winter to TPA, MCO, RSW and FLL.

Other Business

Meeting was adjourned @ 12:42 PM

The next Board Meeting is November 18, 2020.

Respectfully Submitted,



Donald L. Crumb, Jr., Esq.

Assistant Secretary

Dated: *September 28, 2020*

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 13 of 2020

**APPROVAL AND ADOPTION OF THE 2021 MONROE COUNTY AIRPORT
AUTHORITY OPERATING BUDGET**

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

Section 1. The 2021 Budget, in the form presented to the Authority and
Attached hereto is adopted.

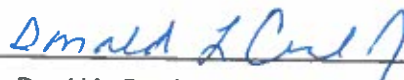
Section 2. This resolution shall take effect immediately.

ADOPTION: DATED: September 23, 2020

Vote: 7-0

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 September 23, 2020.

Dated: September 23, 2020



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

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 14 of 2020

**APPROVAL AND ADOPTION OF THE 2021 MONROE COUNTY AIRPORT
AUTHORITY RENEWAL AND REPLACEMENT BUDGET**

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

Section 1. The Monroe County Airport Authority hereby approves and adopts the 2021 Renewal and Replacement Budget as presented at this meeting and appended hereto and made a part hereof.

Section 2. This resolution shall take effect immediately.

ADOPTED: DATED: September 23, 2020

Vote: 7-0

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 September 23, 2020.

Dated: September 23, 2020



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

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 15 OF 2020

**APPROVAL AND ADOPTION OF PARKING RATES 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 approves and adopts the
following modifications to the parking rates as follows:

A. Rate Modifications effective October 1, 2020, are as follows:

1.) Weekly Parking (Green Lot) becomes \$8.00 a day or \$56.00 a week
and the Garage Roof Parking (Third Floor) becomes \$12.00 a day or
\$84.00 a week.

B. All other parking rates remain unchanged.

Section 2. This resolution shall take effect immediately.

ADOPTION: Dated: September 23, 2020

Vote: 7-0

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 September 23, 2020

Dated: September 23, 2020


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

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 16 OF 2020

AUTHORIZE A LEASE WITH FEDERAL EXPRESS CORPORATION, FOR APPROXIMATELY 352,544 SQUARE FEET PREMISES IMPROVED WITH A COMMERCIAL BUILDING OWNED BY FEDERAL EXPRESS CORPORATION, LOCATED AT 1195 SCOTTSVILLE ROAD 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 lease and any amendments thereto with Federal Express Corporation for the 352,544 square feet premises, improved with a commercial building owned by Federal Express Corporation, located at 1195 Scottsville Road at the Greater Rochester International Airport, for use solely by Federal Express Corporation, to operate its business.

Section 2. The Lease shall be for a ten year (10) year term commencing as of January 1, 2021 and terminating December 31, 2031 with the up to two (2) additional five (5) year extensions upon the mutual written agreement of the parties.

Section 3. The rent for the Lease term and any extensions thereof shall be as shown on the attached chart.

Section 4. 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 5. This resolution shall take effect once the local law permitting the Lease is duly authorized by the Monroe County Legislature and is filed with the State of New York.

ADOPTION: Dated: September 23, 2020

Vote: 7-0

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 September 23, 2020.

Dated: September 23, 2020


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

Federal Express Corp. Rent

INITIAL TERM

Year	Period Start	Period End	Annual Rent	Escalation	Monthly Rent
1	10/1/2020	9/30/2023	\$ 130,441.28	0.00%	\$ 10,870.11
2	10/1/2021	9/30/2024	\$ 130,441.28	0.00%	\$ 10,870.11
3	10/1/2022	9/30/2025	\$ 130,441.28	0.00%	\$ 10,870.11
4	10/1/2023	9/30/2026	\$ 134,354.52	3.00%	\$ 11,196.21
5	10/1/2024	9/30/2027	\$ 134,354.52	0.00%	\$ 11,196.21
6	10/1/2025	9/30/2028	\$ 134,354.52	0.00%	\$ 11,196.21
7	10/1/2026	9/30/2029	\$ 138,385.15	3.00%	\$ 11,532.10
8	10/1/2027	9/30/2030	\$ 138,385.15	0.00%	\$ 11,532.10
9	10/1/2028	9/30/2031	\$ 138,385.15	0.00%	\$ 11,532.10
10	10/1/2029	9/30/2032	\$ 142,536.71	3.00%	\$ 11,878.06
TOTAL			\$ 1,352,079.57		

FIRST OPTION PERIOD

Year	Period Start	Period End	Annual Rent	Escalation	Monthly Rent
11	10/1/2030	9/30/2033	\$ 142,536.71	0.00%	\$ 11,878.06
12	10/1/2031	9/30/2034	\$ 142,536.71	0.00%	\$ 11,878.06
13	10/1/2032	9/30/2035	\$ 146,812.81	3.00%	\$ 12,234.40
14	10/1/2033	9/30/2036	\$ 146,812.81	0.00%	\$ 12,234.40
15	10/1/2034	9/30/2037	\$ 146,812.81	0.00%	\$ 12,234.40
			\$ 725,511.85		

SECOND OPTION PERIOD

Year	Period Start	Period End	Annual Rent	Escalation	Monthly Rent
16	10/1/2035	9/30/2038	\$ 151,217.19	3.00%	\$ 12,601.43
17	10/1/2036	9/30/2039	\$ 151,217.19	0.00%	\$ 12,601.43
18	10/1/2037	9/30/2040	\$ 151,217.19	0.00%	\$ 12,601.43
19	10/1/2038	9/30/2041	\$ 155,753.71	3.00%	\$ 12,979.48
20	10/1/2039	9/30/2042	\$ 155,753.71	0.00%	\$ 12,979.48
			\$ 765,159.00		

The Rent shall be paid on the first day of each month during the Term.

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 17 OF 2020

AUTHORIZE A CONTRACT WITH TDG CORP. D/B/A 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 TDG Corp. d/b/a Sirness Vending Services, 3595 Buffalo Road, Rochester, New York, 14624 for the Monroe County Airport Authority at the Greater Rochester International Airport.

Section 2. TDG Corp. d/b/a 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, 2020 through August 31, 2023, 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, 36.5% of Annual Gross Sales.

Section 4. The records in the Office of the Monroe County Treasury have indicated that neither TDG Corp. d/b/a Sirness Vending Services nor any of its principal officers owe any delinquent Monroe County property taxes.

Section 5. This resolution shall take effect immediately.

ADOPTION: Dated: September 23, 2020

Vote: 6-0

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 September 23, 2020.

Dated: September 23, 2020



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

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 18 OF 2020

**AUTHORIZE AN EXTENSION OF A CONTRACT WITH VMD SYSTEMS
INTEGRATORS, INC. TO PROVIDE EXIT LANE MONITORS 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 two (2) month extension, October 1, 2020-November 30, 2020, of the current contract with VMD Systems Integrators, Inc. for Exit Lane Monitors at the Greater Rochester International Airport.

Section 2. The cost each month of the extension for VMD Systems Integrators, Inc. services pursuant to the contract shall be \$40,606.62.

Section 3. The records in the Office of the Monroe County Treasury have indicated that neither VMD Systems Integrators, Inc. nor any of its principal officers owe any delinquent Monroe County property taxes.


Section 4. This resolution shall take effect immediately.

ADOPTION: Dated: September 23, 2020

Vote: 7-0

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 September 23, 2020.

Dated: September 23, 2020


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