

**Agenda
Monroe County Airport Authority
Regular Meeting
May 17, 2023
10:00 am**

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| 1. Pledge of Allegiance | Vazzana |
| 2. Roll Call | Vazzana |
| 3. Public Hearing on Approval of Execution of Airport Use and Lease Lease Agreements with Airlines Operating at the Frederick Douglass Greater Rochester International Airport | Vazzana |
| 4. Approval of Minutes from March 22, 2023 | Vazzana |
| 5. Treasurers Report | Franklin |
| 6. Finance Committee Report | Vazzana |
| 7. Authorize Execution of Airline-Airport Use and Lease Agreements With Airlines Operating at the Frederick Douglass- Greater Rochester International Airport | Moore |
| 8. Authorize a Contract with Stonebridge Business Partners to Provide Internal Audit Services for the Monroe County Airport Authority at the Frederick Douglass-Greater Rochester International Airport | Moore |
| 9. Authorize an Assignment to the License Agreement with Societe Internationale De Telecommunications Aeronautiques to SITA Information Network Computing USA Inc. at the Frederick Douglass-Greater Rochester International Airport | Moore |
| 10. Traffic Report | Haas |
| 11. Directors Report | Moore |
| 12. Other Business | Vazzana |

Next meeting is July 19, 2023

NOTICE OF PUBLIC HEARING
BEFORE MONROE COUNTY AIRPORT AUTHORITY

PLEASE TAKE NOTICE, that a Public Hearing will be held by the Monroe County Airport Authority on May 17, 2023 at 10:00 am in the Authority Board Room in the Administrative Offices of the Department of Aviation at the Frederick Douglass – Greater Rochester International Airport, Rochester, New York on a proposed resolution entitled “Authorizing Execution of Airline-Airport Use and Lease Agreements with airlines operating at the Frederick Douglass-Greater Rochester International Airport”. Copies of this proposed resolution are available for examination in the office of the Director Aviation at the Frederick Douglass-Greater Rochester International Airport.

This proposed resolution authorizes Airline-Airport Use and Lease Agreements for a term commencing on the 1st day of January, 2024 and expiring the 31st day of December, 2028.

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. OF 2023

AUTHORIZE EXECUTION OF AIRLINE-AIRPORT USE AND LEASE AGREEMENTS WITH AIRLINES OPERATING AT THE FREDERICK DOUGLASS-GREATER ROCHESTER INTERNATIONAL AIRPORT

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

Section 1. Authorize the County Executive, or his designee, to execute an Airline-Airport Use and Lease Agreement between the Monroe County Airport Authority and airlines currently operating at the Airport, as well as any additional airline which may serve the Airport in the future, for a term commencing on January 1, 2024 and expiring December 31, 2028.

Section 2. Authorize the County Executive, or his designee, to allocate or adjust leasable space with any signatory airline as may be appropriate and negotiated during the term of this agreement, and any renewals thereof.

Section 3. The records in the Office of the Monroe County Treasury have indicated that neither the Airlines nor any of their principal officers owe any delinquent Monroe County property taxes.

Section 4. This resolution shall take effect immediately.

ADOPTION: Date: May 17, 2023

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 May 17, 2023.

Dated: May 17, 2023

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

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ___ of 2023

AUTHORIZING A CONTRACT WITH STONEBRIDGE BUSINESS PARTNERS TO PROVIDE INTERNAL AUDIT SERVICES 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 contract, any amendments thereto, with Stonebridge Business Partners to provide Internal Audit services for the Monroe County Airport Authority.

Section 2. Stonebridge Business Partners was determined by a Selection Committee to be the most qualified of the two (2) respondents. The Internal Audit services to be provided are the Monroe County Airport Authority's financial operations, including but not limited to, review of financial policies, procedures and practices. 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, subject to performance review. This contract is to be awarded at an annual cost not to exceed \$80,000.

Section 3: Funding is available for this contract in the 2023 Monroe County Airport Authority budget as adopted by Resolution 13 of 2022 on September 28, 2022.

Section 4. The records in the Office of the Monroe County Treasury have indicated that neither Stonebridge Business Partners, nor any of its principal officers, owe any delinquent Monroe County property taxes.

Section 5. This resolution shall take effect immediately.

ADOPTION: Date: May 17, 2023

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 May 17, 2023.

Dated: May 17, 2023

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

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. ___ of 2023

AUTHORIZING AN ASSIGNMENT TO THE LICENSE AGREEMENT WITH SOCIETE INTERNATIONALE DE TELECOMMUNICATIONS AERONAUTIQUES TO SITA INFORMATION NETWORK COMPUTING USA INC. 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 assignment of the License Agreement with Societe Internationale De Telecommunications Aeronautiques to SITA Information Network Computing USA Inc. at the Frederick Douglass-Greater Rochester International Airport.

Section 2. All terms and conditions of the existing license agreement remain the same.

Section 3. The records in the Office of the Monroe County Treasury have indicated that neither SITA Information Network Computing USA Inc., nor any of its principal officers, owe any delinquent Monroe County property taxes.

Section 4. This resolution shall take effect immediately.

ADOPTION: Date: May 17, 2023

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 May 17, 2023.

Dated: May 17, 2023

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