

Minutes

MONROE COUNTY AIRPORT AUTHORITY

REGULAR MEETING

May 15, 2024

Present:

Hon. Howard Maffucci

John J. Perrone, Jr.

Sanjay Hiranandani

Hank Stuart

Excused Absence:

James G. Vazzana, Esq. Chairman

Hon. Stephen Brew

Susan Keith

Others Present:

Andrew Moore Administrative Director

Bill Johnston Deputy Director ROC

John Bringewatt, Esq. Secretary

Donald L. Crumb, Jr. Esq. Assistant Secretary

Robert Franklin Treasurer

Maryanne Fedison Assistant Treasurer

Dave Haas

Steve Barz Assistant Airport Director

Rich Wood USAirports

Meeting was called to order by the Acting Chairman Stuart at 11:58 a.m.

Pledge

Approval of the Minutes from March 20, 2024

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

Treasurers Report

Treasurer Franklin reported that there are two (2) reports today to go before the Board. The statement for travel and business and the statement for credit card usage for the period of March through April 2024. Both were submitted within the required 10 days and with appropriate supporting documentation.

A motion to accept the report on travel and business expenses, containing seven (7) items, totaling \$782.72, was moved by Member Maffucci and seconded by Member Perrone. The motion passed unanimously 4-0.

A motion to accept the report on credit card usage, containing three (3) charges totaling \$58.88, was moved by Member Hiranandani and seconded by Member Maffucci. The motion passed unanimously 4-0.

Audit Committee Report

Presented by Member Perrone, who informed the board of the audit of Uber performed by Stonebridge. The audit reviewed Uber's agreement with the MCAA and focused on background checks of Uber drivers. Member Perrone informed the Board that legal counsel will send Uber a letter to ensure they are in compliance with the agreement and the background check requirement.

Member Hiranandani asked who conducts the background checks on Uber drivers.

Assistant Secretary Crumb responded that Uber conducts the background checks on each driver.

Acting Chairman Stuart provided additional information to Member Hiranandani regarding the follow up that will be made by legal counsel with Uber.

Authorize an Amendment to the Contract with Car Rental Concessions for the Monroe County Airport Authority at the Frederick Douglass-Greater Rochester International Airport

Administrative Director Moore presented the new contract extension that was requested by the car rental providers. Under this agreement, the current contract would be extended by one year with the car rental providers.

A motion to accept the policies was moved by Member Maffucci and seconded by Member Hiranandani. The motion passed unanimously 4-0.

Authorize a Contract with VMD Systems Integrators, LLC to Provide Airport Security Services for the Monroe County Airport Authority at the Frederick Douglass Greater Rochester International Airport.

Administrative Director Moore presented the resolution for VMD Systems Integrators, LLC to provide Airport Security services for the Monroe County Airport Authority. Administrative Director Moore notes that VMD was the most qualified of the nine (9) respondents.

Member Hiranandani asked who manages the upper level passenger exit lane.

Director Moore responded that TSA manages the passenger exit lanes.

Member Hiranandani asked if VMD is the current vendor.

Director Moore responded that VMD currently manages the lower level passenger exit lane and Allied manages employee screening. This resolution would consolidate to VMD managing all aspects of security screening.

Treasurer Franklin asked if Allied staff will be allowed to interview with VMD.

Director Moore responded in the affirmative and that it was included in VMD's proposal.

A motion to accept the resolution was moved by Member Hiranandani and seconded by Member Perrone. The motion passed unanimously 4-0.

Authorize Expenditure in an Amount Not to Exceed \$50,000 for Marketing, Promotions and Community Outreach Associated with the 2024 Rochester International Airshow Featuring the Italian Airforce, Freccia Tricolori

Director Moore provided the Board with information about programs and events that this funding will support, including community outreach with veterans organizations, school groups, and developmental disability organizations. This funding is identical to the funding provided for the 2023 Airshow.

Member Perrone asked if A.P. Property Services is the sponsor of the Airshow.

Director Moore responded in the affirmative.

Acting Chairman Stuart asked Treasurer Franklin to include this funding in his fall Authority Board meeting report.

Treasurer Franklin responded in the affirmative.

A motion to accept the resolution was moved by Member Hiranandani and seconded by Member Maffucci. The motion passed unanimously 4-0.

Ethics Training Update

Assistant Secretary Crumb gave the board the update on Ethics Training.

Traffic Report

Mr. Dave Haas provided an update on current traffic trends out of the ROC Airport. March enplanements were 107,118, a decrease of 7.4% from March 2023. April enplanements were 102,435, a decrease of 8.5% over April 2023. Load factors are up in March and April compared to the same months in 2023 despite the decrease in enplanements.

Director's Report

Administrative Director Moore introduced new Airport Engineer, Allison Lia, to the Authority Board and provided background on her professional experience.

Director Moore provided an air service update, including the inaugural Avelo Airlines flight to Greenville/Spartanburg, Southwest Airlines newly announced nonstop to Las Vegas and Spirit Airlines newly announced daily nonstop service to Ft. Lauderdale.

Deputy Director Bill Johnston provided an update on the progress of the terminal renovation construction project.

Director Moore informed the Board of pending negotiations with one of the offsite airport parking lots. Member Hiranandani asked who the landlord of the property. Assistant Secretary Crumb provided the landlord information.

Other Business

No other business was presented.

Motion to adjourn the meeting made by Member Maffucci and seconded by Member Hiranandani. The meeting was adjourned at 12:36 p.m.

The next Board Meeting is July 17, 2024.

Respectfully Submitted,



Donald L. Crumb, Jr., Esq.

Assistant Secretary

Dated: 06 - 11 - 2024

**MONROE COUNTY AIRPORT AUTHORITY
RESOLUTION NO. 5 of 2024**

**AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH CAR RENTAL
CONCESSIONS 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 authorizes the Administrative Director to execute an amendment of the current car rental concession agreements at The Frederick Douglass-Greater Rochester International Airport, pursuant to Resolution No. 19 of 2019, and as amended by Resolution No. 8 of 2022 and No. 14 of 2023 with car rental concessionaires, SNORAC, LLC d/b/a Enterprise Rent-A-Car; SNORAC, LLC d/b/a National Car Rental; The Hertz Corporation; The Hertz Corporation d/b/a Dollar Rent A Car System; Avis Rent A Car Systems LLC; Budget Rent A Car Systems, Inc. (collectively the "Car Rental Concessions")

Section 2. The amendment shall extend the current car rental concession agreements for an additional term commencing October 1, 2024 and ending September 30, 2025, so that the parties can explore the additional issues that have arisen in the last twelve (12) months in regards to the use and availability of electronic vehicles in the rental car industry at The Frederick Douglass-Greater Rochester International Airport.

Section 3. All other terms of the car rental concession agreements shall remain in full force and effect.

Section 4. The records in the Office of the Monroe County Treasury indicate that none of the Car Rental Concessions or their principal officers owe any delinquent Monroe County real property taxes.


Section 5. This resolution shall take effect immediately.

ADOPTION: Dated: May 15, 2024

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 15, 2024.

Dated: May 15, 2024


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

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 6 of 2024

AUTHORIZE A CONTRACT WITH VMD SYSTEMS INTEGRATORS, LLC TO PROVIDE AIRPORT SECURITY 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, and any amendments thereto, with VMD Systems Integrators, LLC to provide airport security services for the Monroe County Airport Authority at the Frederick Douglass Greater Rochester International Airport.

Section 2. VMD Systems Integrators, LLC was determined by a Selection Committee to be a qualified proposer in response to a Request for Proposals (RFP) issued by the Monroe County Airport Authority. The contract will be for a period of two (2) years at a cost not to exceed \$775,000 for year one and \$793,000 for year two, with the option to renew for up to two (2) consecutive one (1) year terms, for an amount not to exceed \$812,000 for the first extension and \$830,000 for the second extension, at the sole discretion of the Authority.

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

Section 4. The Administrative Director will finalize the terms of this agreement prior to the execution of the professional service agreement.

Section 5. This resolution shall take effect immediately.

ADOPTION: Date: May 15, 2024

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 15, 2024.

Dated: *May 15, 2024*


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

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 7 of 2024

**AUTHORIZE EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$50,000 FOR
MARKETING, PROMOTIONS AND COMMUNITY OUTREACH ASSOCIATED WITH
THE 2024 ROCHESTER INTERNATIONAL AIRSHOW FEATURING THE ITALIAN
AIRFORCE, FRECCIE TRICOLORI**

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 \$50,000 on behalf of the Monroe County Airport Authority for marketing, promotions and community outreach associated with the 2024 Rochester International Airshow featuring the Italian Airforce, Freccie Tricolori to be held on August 3 & 4, 2024.

Section 2. These funds will be appropriated from the Surplus Fund.

Section 3. This resolution shall take effect immediately.

ADOPTION: Date: May 15, 2024

Vote: 4-0

I, Donald L. Crumb, Jr., 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 May 15, 2024.

Dated: May 15, 2024


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