

**Agenda**  
**Monroe County Airport Authority**  
**Regular Meeting**  
**March 19, 2025**  
**12:05 p.m.**

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|---|-----------|
| 1. Roll Call  | Vazzana   |
| 2. Approval of Minutes from January 15, 2025  | Vazzana   |
| 3. Bonadio: Presentation of the 2024 Audit  | Proctor   |
| 4. Internal Audit Report  | Niles     |
| 5. Treasurer's Report   | Franklin  |
| 6. Governance Committee Report  | Maffucci  |
| 7. Annual Reporting and Resolution <ul style="list-style-type: none"><li>• Annual Public Authorities Report</li><li>• Public Authorities Reporting Information System (PARIS) Report</li></ul>  | Fedison   |
| 8. Approve Submission of Annual Report and Acceptance of 2024 Audit Report by Bonadio & Co., LLP for the Monroe County Airport Authority at the Frederick Douglass-Greater Rochester International Airport  | Fedison   |
| 9. Authorize a Contract with the Quotient Group, LLC to provide Digital Media Marketing services for the Monroe County Airport Authority at the Frederick Douglass-Greater Rochester International Airport  | Moore     |
| 10. Authorize the County Attorney to retain outside counsel to bring legal claims on behalf of the Airport Authority to seek monetary recoveries related to contamination from aqueous film-forming foams, including claims in the Aqueous Film-Forming Foams (AFFFF) Products Liability Litigation (MDL 2873). | Pheterson |
| 11. Litigation Report   | Pheterson |
| 12. Traffic Report  | Haas      |
| 13. Director's Report   | Moore     |
| 14. Other Business  | Vazzana   |

Next Meeting is May 21, 2025

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 4 of 2025**

**APPROVE SUBMISSION OF ANNUAL REPORT AND ACCEPTANCE OF 2024 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. The Authority having reviewed the 2024 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 19, 2025

Vote: X-X

I, Joshua Pheterson, 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 19, 2025

Dated: March 19, 2025

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Joshua Pheterson, Esq., Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 5 of 2025**

**AUTHORIZE A CONTRACT WITH THE QUOTIENT GROUP, LLC TO PROVIDE  
DIGITAL MEDIA MARKETING 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 The Quotient Group, LLC to provide digital media marketing services for the Monroe County Airport Authority at the Frederick Douglass Greater Rochester International Airport.

Section 2. The Quotient Group, 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 one (1) year, with options exercisable by the Authority to renew for up to two consecutive one (1) year terms. The contract is to be awarded at an annual cost not to exceed \$75,000.00.

Section 3. The records in the Office of the Monroe County Treasury have indicated that neither The Quotient Group, 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:

Vote:

I, Joshua Pheterson, 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 19, 2025.

Dated:

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Joshua Pheterson, Esq., Assistant Secretary

**MONROE COUNTY AIRPORT AUTHORITY**

**RESOLUTION NO. 6 of 2025**

**AUTHORIZE THE COUNTY ATTORNEY TO RETAIN OUTSIDE COUNSEL TO BRING LEGAL CLAIMS ON BEHALF OF THE AIRPORT AUTHORITY TO SEE MONETARY RECOVERIES RELATED TO CONTAMINATION FROM AQUEOUS FILM-FORMING FOAMS, INCLUDING CLAIMS IN THE AQUEAS FILM-FORMING FOAMS (AFFF) PRODUCTS LIABILITY LITIGATION (MDL 2873).**

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

Section 1. The Monroe County Airport Authority hereby authorizes the County Attorney to retain outside counsel to bring legal claims on behalf of the Airport Authority to seek monetary recoveries related to contamination from aqueous film-forming foams, including claims in the *Aqueous Film-Forming Foams (AFFF) Products Liability Litigation (MDL 2873)*.

Section 2. This resolution shall take effect immediately.

ADOPTION: Date:

Vote:

I, Joshua Pheterson, 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 19, 2025.

Dated:

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Joshua Pheterson, Esq., Assistant Secretary