

Minutes

MONROE COUNTY AIRPORT AUTHORITY
REGULAR MEETING
February 13, 2013

Present:

James G. Vazzana, Esq., Chairman
Bernard J. Iacovangelo, Esq., Vice- Chairman
Don Johnson
Susan Keith
Stephen Tucciarello

Excused Absence:

R. Thomas Flynn
Willie J. Lightfoot

Others Present:

Michael Giardino	Director of Aviation
Bob Franklin	Treasurer
Angela Veltre	Assistant Treasurer
Merideth H. Smith, Esq.	Secretary
Brett C. Granville, Esq.	Assistant Secretary
Jennifer Hanrahan	

Meeting was called to order by the Chairman @ 12:04 p.m.

Public Hearing on Authorizing the Director of Aviation to file a new application with the Federal Aviation Administration Authorizing the continuation of a \$4.50 Passenger Facility Charge at ROC

Chairman called the public hearing to order at 12:05 p.m. Public Hearing was advertised in the Rochester Business Journal and the Daily Record. No speakers were present at the public hearing. Public Hearing was closed at 12:05 p.m.

Approval of the Minutes from January 16, 2013

Moved by Member Johnson and seconded by Member Keith that the minutes be approved without changes. The motion passed unanimously 5-0.

Treasurers Report

Treasurer Franklin reported that there are two reports today to go before the Board. The January credit card usage by the Director had on it thirteen (13) charges for the reporting period, the credit card issued to County Executive had no items on it. All charges were reviewed by Treasurer Franklin and incurred according to procedure. A motion to accept the report was moved by Vice-Chairman Iacovangelo and seconded by Member Tucciarello. The motions passed unanimously 5-0.

Treasurer Franklin reported the travel and business expense statement since January and reported that eighteen (18) items appeared on the card. All were submitted within the appropriate ten (10) day period and with appropriate supporting documentation. A motion to accept the travel and business expense report was moved by Vice-Chairman Iacovangelo and seconded by Member Keith. The motions passed unanimously 5-0.

Audit Committee Report

Presented by Vice-Chairman Iacovangelo.

Authorize the Director of Aviation to File a New Application with the Federal Aviation Administration Authorizing the Continuation of a \$4.50 Passenger Facility Charge at the Greater Rochester International Airport

Director of Aviation, Michael Giardino presented the projects that have been identified under Passenger Facility Charge (PFC) #5. An explanation of PFC was provided and the application for PFC will be forwarded to the Federal Aviation Administration (FAA). A motion to authorize execution was moved by Member Keith and seconded by Vice-Chairman Iacovangelo. The motion passed unanimously 5-0.

Authorize the Administrative Director to Execute an Amendment to the Lease/Concession Agreement for a Newsstand/Gift shop and Video Arcade Concession with Hudson Group (HG) Retail, LLC d/b/a Hudson Group at the Greater Rochester International Airport

Assistant Treasurer Veltre stated that this amendment number six (6) is for the removal of the area that was formerly known as the video arcade located at the west end of the terminal and is approximately 340 square feet. ROC would like to amend the agreement to show the removal and rent due. Chairman Vazzana confirmed Hudson Group is not delinquent or in arrears of rent. A motion to approve and adopt was moved by Vice-Chairman Iacovangelo and seconded by Member Keith. The motion passed unanimously 5-0.

Authorize the Administrative Director to Execute a License Agreement with Finger Lakes Communications Co., to utilize the Premises at 175 Buell Road consisting of Office and Garage Space to be Used Solely for the Licensee's Radio Maintenance Business at the Greater Rochester International Airport

Assistant Treasurer Veltre confirmed the Chairman's statement that this was the site of the former Thrifty rental car – currently a vacant site at 175 Buell Road. Finger Lakes Communications Company approached ROC about leasing the space. The Company will pay all utilities and pro-rated share of taxes. Ms. Veltre reported that County Clerk records indicate that Finger Lakes Communications Company does not owe property taxes at this time. Member Tucciarello asked if Finger Lakes Communications Company was responsible for snow plowing? Ms. Veltre reported they are responsible for all maintenance including snow plowing. A motion to approve and adopt was moved by Member Keith and seconded by Member Johnson. The motion passed unanimously 5-0.

Traffic Report

Mr. Dave Haas reported the traffic report activity for the 12 months of 2012. Enplanements were 1,217,000, a 0.7% increase over 2011 enplanements. Overall the passenger loads increased 0.4% to 2,418,000. Deplanements grew 0.1%. As we compare numbers through October 2012, the United States Department of Transportation (USDOT) showed increases in enplanements of 0.9% nationally. This shows ROC is comparing favorably with national trends.

Carrier shares essentially stayed the same.

Compared to the other thruway airports Buffalo (BUF), Syracuse (SYR) and Albany (ALB), ROC fared the best with the 0.7% increased enplanement activity. BUF and SYR had experienced enplanement decreases and ALB experienced an enplanement increase of 0.2%.

ROC load factors for 2012 were 76.5%, down slightly from 2011 load factors. Mr. Haas reported that this is likely attributed to more seat capacity in the resulting market swap between Delta and US Airways. Nationally the load factor averages where in the 83 – 84% range.

Landing Weights at ROC were up 2.4% in 2012 compared to 2011. Overall departing trips were up 1.2%.

Total aircraft operations for 2012 were 88,219 a decrease as compared to 2011 aircraft operations at 104,433. Mr. Haas further explained that aircraft operations include commercial air carrier, general aviation (GA) and military aircraft operations. The decrease was determined to be caused by corporations suspending their GA/Corporate flight operations.

Mr. Haas provided a chart of destinations served out of ROC and the number of flights per day for the boards review. On average ROC has 60 departures per day.

Chairman Vazzana noted that ROC was holding steady on enplanements and BUF experienced a decrease.

Director's Report

Director of Aviation Michael Giardino reported that there is an airshow in preparation; ROC does not know yet about the possibility of mandated cuts that will take place in March on the Federal level and if this will impact the airshow. Director Giardino expressed thanks to staff and folks on the field noting that the airport has remained open during recent weather events and that the field operations staff performs magnificently, further adding that aircraft that could fly into and out of ROC's airfield were able to do so during these weather events. Director Giardino also reported that an arrangement through the Airport's comprehensive advertising and marketing campaign with the Rochester Americans, Wednesday, February 20th – board members, if available, are welcome to host an airline representatives or vendor from the Airport at the event.

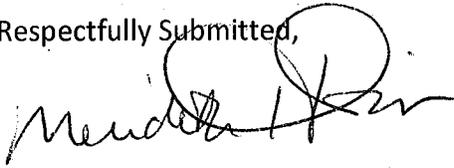
Other Business

Assistant Treasurer Veltre reminded Board members that at the March meeting the board will be conducting policy review and that every member should have policies in their three ring binder. It was also noted that no changes have occurred to these policies since March and if a Board member needs an updated version sent to them to contact Ms. Veltre.

Meeting was adjourned @ 12:38 PM

The next Board Meeting is March 20, 2013 at 12:15 pm and will be preceded at 12 noon by the MCAA Annual Meeting.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Merideth H. Smith". The signature is written in a cursive style with a large, circular flourish at the beginning.

Merideth H. Smith, Esq.

Secretary

Dated: 2/21/13

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 3 OF 2013

AUTHORIZE THE DIRECTOR OF AVIATION TO FILE A NEW APPLICATION WITH THE FEDERAL AVIATION ADMINISTRATION AUTHORIZING THE CONTINUATION OF A \$4.50 PASSENGER FACILITY CHARGE AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT

WHEREAS, the Monroe County Airport Authority ("Authority") has approved Resolution No. 12 of 2003 which adopted a \$4.50 Passenger Facility Charge ("PFC") at the Airport; and

WHEREAS, the Authority has in the past used a \$4.50 PFC to fund capital projects; and

WHEREAS, the Authority, after thorough investigation and a public hearing, has determined that the additional funds generated by continuing to collect a \$4.50 PFC are needed to accomplish certain capital projects designed to enhance capacity, safety, and development of the Greater Rochester International Airport;

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

Section 1. That the Monroe County Airport Authority hereby authorizes the Director of Aviation to file a new application with the Federal Aviation Administration (FAA), authorizing the continuation of the imposition of a \$4.50 PFC, and the expenditure of revenues from the PFC at the Greater Rochester International Airport for future capital expenditures and financing costs related to the following projects:

1. Rehabilitate Terminal Apron
2. Acquire Snow Removal Equipment
3. Acquire Glycol Recovery Vehicles
4. Improve Terminal Building
 - (a) HVAC System Upgrade
 - (b) Passenger Security Exit Lane Renovation
 - (c) Restroom Renovation & FIDS/Paging System
5. Acquire Security Equipment
6. Passenger Loading Bridges

Section 2. Further, the funds collected pursuant to Resolution No. 12 of 2003 shall be held for use in connection with the Airport as required by Federal Aviation Administration regulations pertaining to PFC's;

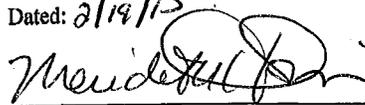
Section 3. This resolution shall take effect immediately.

ADOPTION: Dated: February 13, 2013

Vote: 5-0

I, Merideth Smith, 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 February 13, 2013.

Dated: 2/19/13



Merideth Smith, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 4 OF 2013

AUTHORIZE AN AMENDMENT TO THE LEASE/CONCESSION AGREEMENT FOR A NEWSSTAND/GIFT SHOP AND VIDEO ARCADE CONCESSION WITH HUDSON GROUP (HG) RETAIL, LLC d/b/a HUDSON GROUP AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT

WHEREAS, the Lessor and the Lessee entered into an Agreement and Amendment No. 1 dated December 29, 1999 authorized by Resolution No. 274 of 1999 adopted by the Monroe County Legislature on August 17, 1999 and by Resolution No. 11 of 1999 adopted by the Monroe County Airport Authority on May 5, 1999; and

WHEREAS, Amendment No. 2 (incorrectly entitled Amendment No. 1) was authorized by Resolution No. 261 of 2002 adopted by the Monroe County Legislature on October 8, 2002 and by Resolution No. 19 of 2002 adopted by the Monroe County Airport Authority on December 11, 2002; and

WHEREAS, Amendment No. 3 was authorized by Resolution No. 445 of 2004 adopted by the Monroe County Legislature on December 14, 2004 and by Resolution No. 20 of 2004 adopted by the Monroe County Airport Authority on September 15, 2004; and

WHEREAS, Amendment No. 4 was authorized by Resolution No. 75 of 2006 adopted by the Monroe County Legislature on April 11, 2006 and by Resolution No. 5 of 2006 adopted by the Monroe County Airport Authority on March 31, 2006; and

WHEREAS, Amendment No. 5 was authorized by Resolution No. 13 of 2008 adopted by the Monroe County Airport Authority on September 17, 2008; and

WHEREAS, the Administrative Director and Concessionaire have mutually agreed to the terms set forth in this proposed Amendment.

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

Section 1. The Administrative Director is hereby authorized to execute an Amendment No. 6 to the Lease Agreement that amends the following Articles:

1. Article 1 – Premises is hereby amended to remove from the demised Premises approximately 340 square feet located in the west end of the Terminal known as the "Video Arcade" effective March 1, 2013. All other demised premises remain the same.
2. Article 4 – Rental paragraph A and its subparagraph A.(2) are hereby amended to remove the Video Arcade and its percentage rent of 30% from the list of stores effective March 1, 2013.
3. All other terms and conditions of the Agreement and Amendments shall remain unchanged.

Section 2. The records in the office of the Monroe County Treasury have indicated that neither Hudson Group (HG) Retail, LLC d/b/a Hudson Group nor any of their principal officers owe any delinquent Monroe County taxes.

Section 3. This resolution shall take effect immediately.

ADOPTION: Dated: February 13, 2013

Vote: 5-0

I, Merideth Smith, 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 February 13, 2013.

Dated: 2/19/13



Merideth Smith, Esq., Secretary

MONROE COUNTY AIRPORT AUTHORITY

RESOLUTION NO. 5 OF 2013

AUTHORIZE LICENSE AGREEMENT WITH FINGER LAKES COMMUNICATIONS CO., TO UTILIZE THE PREMISES AT 175 BUELL ROAD CONSISTING OF OFFICE AND GARAGE SPACE TO BE USED SOLELY FOR THE LICENSEE'S RADIO MAINTENANCE BUSINESS AT THE GREATER ROCHESTER INTERNATIONAL AIRPORT

WHEREAS, the Greater Rochester International Airport has a premises at 175 Buell Road available for sublease; and

WHEREAS, the Finger Lakes Communications Co., Inc. has approached the Airport regarding utilizing this premises on a month to month basis for its radio maintenance business.

THEREFORE, 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 license agreement with Finger Lakes Communications Co., Inc. for the Monroe County Airport Authority at the Greater Rochester International Airport.

Section 2. Finger Lakes Communications Co., Inc. will utilize approximately 3,920 square feet of office and garage space in an 'as is' condition and agrees to pay an annual sum of \$22,736; In twelve equal installments of \$1,894.67 due and payable on the first (1st) day of each month; and also agrees to pay all utilities and its pro rata share of property taxes.

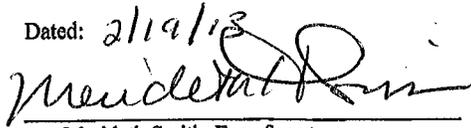
Section 3. The records in the Office of the Monroe County Treasury have indicated that neither Finger Lakes Communications Co., Inc. nor any of their principal officers owe any delinquent Monroe County property taxes.

Section 4. This resolution shall take effect immediately

ADOPTION: Dated: February 13, 2013

Vote: 5-0

I, Merideth Smith, 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 February 13, 2013.

Dated: 2/19/13

Merideth Smith, Esq., Secretary