

**Lorain Port Authority
Board of Directors
Regular Meeting
Tuesday, February 11, 2020, at 7:00 p.m.**

Board of Directors: Mrs. Cook; Messrs. Bansek, Davila, Kuszniir, Mullins, Nielsen, Sommers, Zellers and Zgonc

Staff: Tom Brown, Executive Director
Tiffany McClelland, Economic Development Director
Yvonne Smith, Accountant
Kelsey Leyva, Office Manager
Mike Brosky, Attorney
Lil, Goose Dog

Guests: Greg Little, Lorain resident
Rick Payerchin, Morning Journal
Lorain Mayor Jack Bradley

I. Roll Call

A. The meeting was called to order at 7:11 p.m. by Chairman Brad Mullins with roll call indicating a quorum present.

II. Pledge of Allegiance

III. Disposition of Meeting Minutes

A. **January 14, 2020, Regular Board Meeting:** Mr. Mullins asked if there were any changes to the meeting minutes. Ms. Leyva said yes, Mr. Zgonc let her know how to correctly spell Mr. Niko Eren's name. This was the only change. Mr. Bansek moved to approve the minutes. Second by Mr. Nielsen. Motion carried.

IV. Report of Officers

A. Chairman

1. Correspondence received:

a. CHIP Sponsorship Request: Mr. Brown said the request was in the packet. We've sponsored at \$500 level in years passed. Mr. Davila is active with the organization and volunteers to hand out our materials. Staff normally attends the gala as well. Mr. Mullins asked what the

amount was last year. Mr. Brown said \$500. Mr. Nielsen moved to approve the \$500 sponsorship. Mr. Davila seconded. Motion carried.

- b. Black River Celebration Sponsorship Request: Mr. Brown said the Lorain County Metro parks is highlighting events around the Black River and Lake Erie. They're hosting a multitude of events and will have a circular in the Morning Journal we may advertise in. It's to show everyone what valuable resources the river and harbor are.

Throughout the summer they will highlight our events, too. Mr. Brown thinks they're a great partner and their leadership is welcome. Next year, we'll have the bike trail reach Lakeside Landing and we'll be mile marker zero on the bike trail. The trail goes through the industrial park, up Kansas Avenue, from Longfellow Park to Century Park and down West Erie to our site. Mr. Brown then showed the promotional video. Mr. Brown said the Metro Parks has two drones and staff members with training. We were members of the kick-off committee and attended the event. They're looking for support. He recommends the \$1,000 level. Mr. Mullins asked about the dates. Mr. Brown said it's all summer long. We can make a full-page add with all of our event. The \$1,000 helps with the programming, the ad would be separate. Mr. Zgonc moved to donate \$1,000. Second by Mr. Bansek. Motion carried.

- c. Thank You Letter from LCCC President Marcia Ballinger: Mr. Brown said we gave them our endorsement last month. It was shared on social media. They said thank you and sent a nice letter.

B. Executive Director

- 1. Pop Culture Festival: Mr. Brown said Mr. Bob Earley announced on Facebook that this event is coming to Lorain this year. It was in Cuyahoga Falls previously. Additional information will be shared at the Rockin' on the River press conference on March 16. The event will be under the Rockin' on the River umbrella. Mr. Brown met with the gentlemen who organize the event and he thinks it will be a fun day. It offers a different type of

entertainment. It's similar to a comic con. The gates will open around noon and the site will feature artists and promotions, cosplay contests, gamers, and more all based around pop culture and music. Mr. Zgonc asked about the length of the event. Mr. Brown said it's a one-day event on a weekend. They'll start at noon and tie in a concert.

2. Ariel on Broadway Ribbon Cutting: Mr. Brown said it will be March 2, 2020. Invites will be sent out electronically. All board members are encouraged to attend. Ms. Radhika Reddy is inviting a lot of people to attend. We've come a long way. Mrs. Cook asked about the time. Mr. Brown said either 10 or 11 a.m. The invitation will include all details.
3. Lorain Mayor's Address: Mr. Brown said this is a reminder that Ms. Leyva sent out invites and registered our group. It will take place at the hotel. Coordinate any changes with Ms. Leyva.

C. Economic Development Director

1. Kelleys Island Ferry Boat Line Construction Contract: Ms. McClelland turned the floor over to Mr. Zellers who said there was discussion about the contract before the regular meeting during the committee meeting. The agreement is with Thoma-Sea Marine Constructors. There was a motion to send to full board as presented for approval. The committee talked about additional language addressing insurance and the obligation surrounding payments. Mrs. Smith read the resolution aloud. Mr. Zellers pointed out that the resolution mentioned changes to the contract. Ms. McClelland said the resolution was written open ended to be prepared in case there were any non-substantial changes we could still pass the contract. Mr. Brown said the resolution is written in a way that additional discussion can be had with ODOT and Thoma-Sea. Ms. McClelland said a date needs to be added in as well after the document is signed. Mr. Bansek said if we pass the resolution, a conversation can be had. Mr. Zellers said we've worked on this for two years and he doesn't see an additional two weeks making a huge difference. Mr. Mullins moved forward with the reading of the resolution again.

Mr. Mullins presented:

SUBJECT TO SPECIFIC CHANGES REQUESTED BY THE BOARD, SAID AGREEMENT SHALL BE SUBSTANTIALLY IN THE FORM NOW ON FILE WITH THE EXECUTIVE DIRECTOR WITH SAID CHANGES THEREIN AS ARE NOT ADVERSE TO THE INTERESTS OF THE PORT AUTHORITY AND AS MAY BE APPROVED BY THE EXECUTIVE DIRECTOR, OR HIS DESIGNEES AND LEGAL COUNSEL, A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO A CONTRACT WITH THOMA-SEA MARINE CONSTRUCTORS, LLC FOR THE FURNISHING, DELIVERY AND INSTALLATION OF A FERRY BOAT VESSEL.

Mr. Zgonc moved to approve Resolution No. 2020-06. Second by Mr. Nielsen. Roll call vote as follows:

Ayes: 6

Nays: 3

Abstain: 0

Resolution Passed

V. Report of Committees

A. Contract Management Committee

1. Able Rents 2020 Stage Top Installation, Removal and Storage: Mr. Zellers said the committee recommended to the full board the approval of the stage top installation, removal and storage contracts. It is up about 10% from last year. The cost of labor is a contributing factor. The committee recommended to approve and see if we can get the price locked in for next year. Mr. Davila moved to approve the contracts. Second by Mr. Kuszniir. Motion carried.
2. Murray Ridge Production Center, Inc. 2020 Litter Control Contract: Mr. Zellers said this contract is similar to the last few years. The Contract Management Committee moved to recommend to the full board the approval of the contract. Mr. Davila moved to approve. Mrs. Cook seconded. Motion carried.
3. 2020 Shuttle Boat Captain Agreement: Mr. Zellers said in the past the captains were paid \$20 per hour. Now we're raising that to \$22 per hour.

The head captain designation is being eliminated. Everyone will be paid the same rate.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN INDEPENDENT CONTRACTOR AGREEMENT WITH SHIP CAPTAINS RELATIVE TO THE OPERATION OF THE SHUTTLE BOAT VESSELS IN 2020.

Mr. Davila moved to approve Resolution No. 2020-07. Second by Mr. Sommers. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution Passed

4. 2020 Lighthouse Tours Agreement: Mr. Zellers said this is the same as it has been in the past. The only change is increasing a private tour time from two hours to a three-hour limit. The staff was in favor of the adjustment.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE LORAIN LIGHTHOUSE FOUNDATION, INC. REGARDING THE PROVISION OF THE 2020 SHUTTLE BOAT SERVICE TO THE LORAIN LIGHTHOUSE.

Mr. Nielsen moved to approve Resolution No. 2020-08. Second by Mr. Bansek. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution Passed

B. Strategic Development Plan Committee

1. Mr. Kuszniir said he had no report.

C. Marketing and Public Affairs Committee

1. Mr. Bansek said he had no report.

D. Grounds Maintenance and Capital Improvements Committee

1. Mr. Nielsen said he considered having a meeting tonight but decided contract management was more pressing. He and Mr. Brown want to have a meeting next month.

E. Financial Planning and Audit Committee

1. 2020 Permanent Budget: Mr. Davila turned the floor over to Mrs. Smith. She said the work session was last week for the 2020 budget. The handout has changes highlighted in yellow. We added figures for economic development and the Kelleys Island Ferry Boat Line (KIFBL) project. Those are the fees the LPA anticipates receiving. We anticipate \$275,000 this year and \$119,000 next year. Mr. Davila asked about the format. Mr. Brown said the temporary budget line was taken out and the green column is the 2020 projected budget. Anything in yellow was changed based on board input. We included goal numbers for economic development for 2020-2025. Intergovernmental TIF and projections need to be combined. We also programmed in a cost of living increase for salaries and staff. We may later add an employee and will forecast for what that would cost. OPERS changes are based on the changes to the personnel budget moving forward. Last yellow item is the levy expense. We have that programmed out to 2024. In 2025 is the election expense estimate. Mrs. Smith said page six has the KIFBL figures. Mr. Zellers asked if KIFBL was \$0 last week? Mrs. Smith said yes, the revenue and expenditures were added. Mr. Davila said he noticed in 2021 the budgeted revenue exceeds expenses. Mr. Brown said yes, with the addition of KIFBL. We didn't want to add the revenues prematurely. Ms. McClelland has worked countless hours on this project. The economic development budget is an educated estimate. The budget could change dramatically but this gives an idea of where we want to go.

Mr. Mullins presented:

A RESOLUTION MAKING PERMANENT APPROPRIATIONS OF THE LORAIN PORT AUTHORITY FOR CALENDAR YEAR 2020.

Mr. Davila moved to approve Resolution No. 2020-09. Second by Mr. Sommers. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution Passed

F. Bylaws and Personnel Committee

1. Mrs. Cook said she had nothing to report.

VI. Other Business

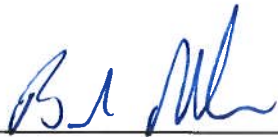
A. None.

VII. Public Comment

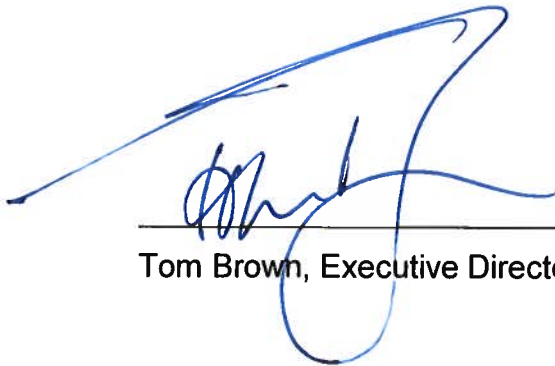
A. None.

VIII. Adjournment

A. There being no further business to come before the board, Mr. Davila moved to adjourn. Mr. Nielsen seconded. Meeting adjourned at 7:46 p.m.



Brad Mullins, Chairman



Tom Brown, Executive Director