

**MARKETING AND PUBLIC AFFAIRS COMMITTEE MEETING  
LORAIN PORT AUTHORITY  
February 10, 2015**

**Committee:** Messrs. Bansek, Brown, Mullins and Nielsen

**Board Members:** Ms. Carr, Mr. Sommers, Alan Zgonc (6:43)

**Staff:** Richard Novak, Executive Director  
Yvonne Smith, Accountant

**Guests:** Rick Payerchin - Morning Journal  
Jim Lawhead – Lake Erie Paddler  
Dennis Flores (6:45)

- I. **Roll Call** - The meeting was called to order at 6:06 p.m. by Committee Chairman Stephen Bansek. Roll call indicated a quorum was present.
- II. **Disposition of Minutes.** The minutes of January 13, 2015 Marketing and Public Affairs Committee Meeting minutes were presented for approval. Motion by Mr. Brown to accept the minutes. Support by Mr. Mullins. Motion carried.
- III. **Report of Chairman.**

A. Website Update Contract. Mr. Bansek stated there are still four (4) questions/concerns about the two (2) proposals that were received for website redesign. The first question was platform. Maximum Velocity chose to disclose their platform, Emerge chose not to disclose their platform. They are both open source contract management systems. Both would bring up necessary pages first and then proceed to subpages: Hosting fee was \$200.00 from Maximum Velocity – we are currently paying \$110.00 with Emerge. Mr. Novak stated the budget is associated with this aspect. We currently have \$40,000.00 and in addition there is \$20,000.00 for the fireworks. There is \$40,000.00 for website design and marketing facilities. Mr. Novak stated we operate on a five (5) year plan so that we will know exactly where we will be five (5) years from now and budget accordingly. Each year a carryover is put into place due to the way the County processes checks. Mrs. Smith presented the five (5) year budget and disbursed to all members. She also explained this (5) year budget's contents.

After a lengthy discussion, Mr. Bansek made a motion to take to the Board to contract Maximum Velocity, in an amount up to \$27,850.00, to develop a new website and attachments for Lorain Port Authority. Seconded by Mr. Mullins. Motion carried.

Mrs. Smith stated the other capital projects are estimated at \$5,000.00 for additional concrete pad in front of the stage, \$40,000.00 to \$50,000.00 additional for the pavilion

and renovation estimated at \$25,000.00 for staff relocation and the sign at Black River Landing estimated at \$60,000.00.

**IV. Other Business – None.**

**V. Adjournment.** There being no further business to come before the Marketing and Public Affairs Committee, Mr. Nielsen made a motion to adjourn. Support by Mr. Mullins. Motion carried. The meeting was adjourned at 6:45 p.m.

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Stephen Bansek, Chairman

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Richard M. Novak, Executive Director