

**STRATEGIC DEVELOPMENT PLAN COMMITTEE MEETING  
LORAIN PORT AUTHORITY  
March 11, 2014**

**Committee:** Messrs. Brown, Sommers and Williamson, Jr.

**Board Members:** Ms. Carr (6:48 p.m.), Messrs. Mullins (6:48 p.m.), Nielsen (6:40 p.m.) and Bansek (6:40 p.m.)

**Staff:** Richard Novak, Executive Director  
Yvonne Smith, Accountant  
Ralph Bruening, Events Coordinator/Facilities Manager  
Mike Brosky, Esq., (6:57 p.m.)

**Guests:** Frank Sipkovski – Port of Lorain Foundation  
Kristi Reed and Cheryl Weber – Spectrum Consulting  
Kelly Driscoll (6:53 p.m.)  
Rick Payerchin (6:50 p.m.) - Morning Journal

- I. **Roll Call** - The meeting was called to order at 6:07 p.m. by Committee Chairman Neil Sommers. Roll call indicated a quorum was present.
- II. **Disposition of Minutes.** The minutes of August 11, 2009 Strategic Development Plan Committee Meeting minutes were presented for approval. Motion by Mr. Brown to accept the minutes. Support by Mr. Williamson, Jr. Motion carried.
- III. **Report of Chairman.**

A. Ferry Terminal Building Concessionaire – Spectrum Consulting Services, LLC. Mr. Novak indicated that the Lorain Port Authority went out for proposals a few months ago to find a Concessionaire for the Concession Stand for River Tours, Concerts and events at Black River Landing. Most stated they really couldn't do it due to the fact of the cost of the facilities but Spectrum Consulting was very interested. Spectrum teaches autistic children. Mr. Novak stated this partnership a very positive concept. Mr. Brown stated that their proposal was excellent. Mr. Williamson, Jr. stated that he has had the opportunity to view their work and is very impressed.

Cheryl Weber from Spectrum Consulting discussed different points for using their students for the Concession stand. They would like to make this fun for the students as well as customers. They are excited about the potential partnership with the Community.

Mr. Novak questioned the Agreement with Spectrum. There would be no cost for this year, however, Mr. Brown stated that there would have to be a right to refuse.

Mr. Brown made a motion at the Committee level to present to the Board for passage authorizing the Executive Director to enter into a negotiating Agreement with Spectrum Consulting for the concession Agreement for two years 1 year with option first right of refusal. Mr. Williamson, Jr. seconded the motion. Motion carried.

- B. Transportation Center Building/Cost Work Session. A discussion was held concerning the Black River Landing Transportation Center expenses. Deposits are returned 2 – 3 weeks after the event. Mr. Nielsen and Mr. Brown feel that is too long. Mrs. Smith explained the delay; one reason being security. Time sheets are completed by the officers and have to be verified as to number of hours worked compared to number of hours paid for.

A discussion was held concerning a cell phone number being posted at the Transportation Center in case of emergency and it was stated that the office number is posted and Mr. Bruening indicated that with the new phone system the call would be directed to a cell phone number.

A further discussion was had concerning fee waivers. It was suggested that they be half the cost of rental plus in-kind-service participation with the deposit being held for clean-up satisfaction.

**IV. Other Business – None.**

- V. **Adjournment.** There being no further business to come before the Strategic Development Plan Committee, Mr. Brown made a motion to adjourn. Support by Mr. Williamson, Jr. The meeting was adjourned at 7:01 p.m.

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Neil Sommers, Chairman

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Richard M. Novak, Executive Director