

**LORAIN PORT AUTHORITY
Board of Directors
Regular Board Meeting
March 10, 2016**

Board of Directors: Mrs. Cook; Messrs. Bansek, Brown, Mullins, Nielsen, Zellers and Zgonc (7:03 p.m.).

Staff: Rick Novak, Executive Director
Yvonne Smith, Accountant
Tiffany McClelland, Economic Development Specialist

Guests: Doug Rangel, Lorain Development Corporation
Gary Fischer, Archinetics
Jim Louthen
Ryan Pinter, Lorain Sailing & Yacht Club

- I. **Roll Call.** The meeting was called to order at 7:00 p.m. by Chairman Carl Nielsen with roll call indicating a quorum present.
- II. **Disposition of Meeting Minutes:** Tabled.
- III. **Report of Officers.**

A. Chairman

1. Correspondence received. Mr. Nielsen stated a letter was received from Lorain Growth Tourism Council asking for a fee waiver for the Train Station for a fundraiser in conjunction with the Cabela's Fishing Tournament on June 4, 2016. This will not conflict with Bob Earley's scheduled event for Saturday, June 4, 2016. Motion to grant a fee waiver by Mr. Bansek, seconded by Mr. Zellers. Motion carried.

Mr. Nielsen reviewed correspondence received from the Council of Lorain County Veterans recited by Mr. Novak. Motion to receive and file by Mr. Zellers. Seconded by Mr. Mullins. Motion carried.

Mr. Nielsen reviewed a letter from Lorain Sailing & Yacht Club, specifically Mr. Pinter. Mr. Novak stated this letter offers their support for the Cabela's 2016 Walleye Tournament on June 3, 2016 and June 4, 2016. The Lorain Sailing & Yacht Club is willing to provide a donation regarding the hosting fee, provide fuel discounts to all registered competitors, use of the Lorain Sailing & Yacht Club facilities including the restrooms, picnic tables and grills. The members are willing to volunteer and help with the Tournament. They are willing to help with advertising the Tournament through their marketing plans, which include direct mailings, print advertising and signage also including

online advertising and Facebook sites. Water, pop and marine supplies will also be provided.

Mr. Pinter of the Lorain Sailing & Yacht Club indicated the Lorain Sailing & Yacht Club wants to help and make this Tournament a success. They are willing to offer more at the request. Mr. Bansek made a Motion to receive and file. Mr. Mullins seconded the Motion. Motion carried.

B. Executive Director.

1. Contract Clarification Long EDA Agreement – City of Lorain TIF Assistance. Mr. Novak stated we have been working with Mr. Long on the TIF Districts with the City and we entered into an Agreement with Mr. Long last year and we are preparing to pay him. The Port Authority was named first with a 60 percent (60%) to 40 percent (40%) fee split but in actuality it is a 40 percent (40%) fee split for the Lorain Port Authority. Mr. Zellers made a Motion to authorize a clarification in the Contract language with Tim Long EDA. Seconded by Mr. Mullins. Motion carried.
2. Mr. Novak stated the fireworks are scheduled for Sunday, July 3, 2016. Mr. Novak spoke to American Fireworks about the rain date and they are booked for July 4, 2016. The rain date would be Friday, July 8, 2016 and this would also coincide with Mr. Earley's concert. Mr. Earley would welcome that date.

IV. Report of Committees.

A. Contract Management Committee –

1. Jet Express Update. Mr. Mullins stated a meeting was held with the Jet Express discussing fees and costs. The Jet Express indicated they need to use our boat as a backup boat. They will be working with the Port Authority to increase ridership. Mr. Nielsen was present at the meeting and stated new ideas are being generated. The website is one avenue to make people aware that the Jet Express is running, both the Port's website and the Jet Express' website. The Jet Express wishes to continue to move forward.
2. Ratification of Contract Agreement TPI Efficiency – Energy Savings – Change of Suppliers. Mr. Mullins spoke of energy savings for electric and gas. A one year contract has been signed with TPI, which will amount to \$3,500.00 per year in savings. We did review this with Mr. Brosky and he was in agreement. Mr. Brown made a Motion to approve the TPI Energy Contract for one year. Seconded by Mr. Mullins. Motion carried.
3. Mr. Mullins discussed with the Board a meeting between Mayor Ritenauer, Tony George and himself with Marci Kaptur to discuss financing and

funding or Grants to help develop some of the infrastructure for the project on the pier. Ms. Kaptur had many ideas.

B. Strategic Development Plan Committee – No report.

C. Marketing & Public Affairs Committee –

1. Vendini Ticketing Update and Rockin' on the River Update. Mr. Novak stated Mr. Earley has to date sold 50 season passes. Mrs. Smith stated she was able to receive from Vendini the necessary reports to satisfy her accounting purposes. Mrs. Smith also stated these reports would satisfy the Auditor's needs.

D. Financial Planning and Audit Committee –

1. Bank Reconciliation Report for February 2016. Mrs. Smith stated this has not been completed as of yet.
2. Financial Statements for February 2016. Mrs. Smith stated this has not been completed as of yet.
3. 2016 Budget Amendment. Mrs. Smith stated the 2016 Budget Amendment will be presented next month due to the fact that there will be changes.
4. Then and Now Certificate. Mrs. Smith stated this relates to Schill Landscaping and Lawn Maintenance as they were to provide the split between General Property Maintenance and Black River Landing Property Maintenance.

Mr. Nielsen presented:

A RESOLUTION TO APPROVE APPROPRIATIONS (THEN AND NOW CERTIFICATE) FOR THE LORAIN PORT AUTHORITY.

Mr. Zellers made a Motion to accept Resolution No. 2016-12. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 7 Nays: 0 Abstain: 0 Resolution passed

E. ByLaws and Personnel Committee – Mrs. Cook stated there is no report and a meeting will be held within the next two (2) weeks.

V. Public Comments – None.

VI. Other Business.

Mr. Mullins made a Motion to go into Executive Session for the purpose of discussing property disposition. Seconded by Mr. Bansek. Roll call vote as follows:

Ayes: 7 Nays: 0 Abstain: 0 Motion carried.

Mr. Mullins made a Motion to return to Regular session. Seconded by Mr. Zellers. Motion carried.

VII. Adjournment.

There being no further business to come before the Board, Mrs. Cook made a motion to adjourn. Seconded by Mr. Mullins. Motion carried. The meeting was adjourned at 8:45 p.m.

Carl Nielsen, Chairman

Rick Novak, Executive Director