

CONTRACT MANAGEMENT COMMITTEE MEETING
Lorain Port Authority
June 10, 2014

Committee: Ms. Carr; Messrs. Brown, Mullins, Sommers, Williamson, Jr.

Board Members: Mrs. Cook; Messrs. Bansek, Davila, and Nielsen

Staff: Richard Novak, Executive Director
Yvonne Smith, Accountant
Ralph Bruening, Events Coordinator/Facilities Manager

Guests: Ed Baker – Port of Lorain Foundation
Officer Ed Super, Lorain Police Department (7:10 p.m.)

- I. **Roll Call** - The meeting was called to order at 6:47 p.m. by Committee Chairman Bradly Mullins. Roll call indicated a quorum was present.
- II. **Disposition of Minutes.** The minutes of June 3, 2014 Contract Management Committee Meeting were presented for approval. Motion by Mr. Brown to accept the minutes. Support by Mr. Williamson, Jr. Motion carried.
- III. **Report of Chairman.**
 - A. Roverfest Agreement. Mr. Novak stated this Agreement is actually our Application for Usage. Mr. Novak further stated in discussions with the RoverFest group there were two (2) changes that they asked we make to this document. The two (2) changes are:
 1. We require anyone using our site to use Labatt Blue (Heidelberg Distributing), which provides sponsorship for us for our events and activities. The RoverFest group asked that this be waived due to the fact that the Roverfest group is going to use a different Company, Superior.
 2. The language and profanity issue in our Application be waived. Mr. Novak discussed this with Mike Brosky, our Legal Counsel, and he indicated that this should be deleted.

Mr. Brown inquired if Heidelberg Distributing agrees with this arrangement. Mr. Bruening indicated he has spoken with Heidelberg Distributing and they agree with this arrangement.

Mr. Sommers made a motion to present to the Board to delete these two items from our Application for this event only and that these two items for the future should be determined on a case by case basis. Seconded by Mr. Williamson, Jr. Motion carried.

B. Lighthouse/Jackolope Dinner Trips. Mr. Novak indicated three trips are already sold out, there would be a minimum of 10 people per Jim Andrews. This reduction in patrons would decrease our fee (the Board had previously approved a fee of \$300.00) from \$300.00 to \$250.00. Mr. Mullins indicated that the costs will be covered as this outing is using our shuttle boats. Mr. Brown made a motion to take to the full Board to accept the changes in the Contract. Seconded by Ms. Carr. Motion carried.

C. Police Department Request for Security Cameras due to RoverFest. Mr. Novak stated that the Lorain Police Department has requested that the Agency consider installing Security Cameras in the area. Mr. Bruening stated five cameras were being considered in the amount of \$11,000.00. Mr. Novak informed the Lorain Police Department that the Agency does not have this amount in the budget. The Lorain Police does not have the funds in their budget either. Mr. Novak indicated that a suggestion was made for two (2) cameras costing approximately \$3,000.00 on the initial quote, the second quote was \$5,100.00. They would be installed on the Eagles Building one directed toward the North and one toward the South. Officer Ed Super arrived and indicated, particularly for the RoverFest Event, the Lorain Police Department would like to run cameras. Officer Super indicated the equipment is not available to rent. Two cameras would cover a wide area. Mr. Williamson, Jr. queried if Vasu Communications would have a problem with another company coming in and installing their own equipment and Officer Super stated the problem would be another company connecting to Vasu's equipment. Mr. Brown questioned if after the install is there ongoing software and Officer Super indicated there is not. Mr. Nielsen asked Mr. Novak to investigate a grant with Homeland Security for security cameras. Mr. Williamson, Jr. made a motion to table the issue of security cameras. Seconded by Ms. Carr. Motion carried.

D. Lorain Palace Waiver. Mr. Novak stated the Lorain Palace is requesting the use of the Transportation Center for summer theater auditions. The building will be in use from 10:00 a.m. to 2:00 p.m. as the Spectrum Graduating Class will be occupying the Palace. Mr. Brown indicated this was at the Executive Director's discretion.

IV. Other Business – None.

V. Adjournment. There being no further business to come before the Contract Management Committee Meeting Mr. Brown made a motion to adjourn. Support by Ms. Carr. Motion carried. The meeting was adjourned at 7:18 p.m.

Brad Mullins, Chairman

Richard M. Novak, Executive Director