

Lorain Port and Finance Authority
Board of Directors
Regular Meeting
Port Office
Tuesday, July 13, 2021, at 7:00 p.m.

Board of Directors: Ms. Bonilla; Messrs. Kuzsnir, Mullins, Nielsen, Scott,
Sommers, Zellers and Zgonc (8) (Mr. Veard was absent)

Staff: Tiffany McClelland, Assistant Director
Yvonne Smith, Accountant
Kelsey Leyva-Smith, Office Manager
Michael Brosky, Esq., Attorney
Lil, Goose Dog

Guests: Rick Payerchin, The Morning Journal

- I. **Roll Call**
 - A. The meeting was called to order at 7:00 p.m. by Chairman Brad Mullins with roll call indicating a quorum present.
- II. **Pledge of Allegiance**
- III. **Report of Officers**
 - A. **Chairman**
 1. Correspondence received:
 - a. Main Street Lorain CLE Shakespeare Festival: Ms. McClelland said Main Street Lorain has reached out asking to use Black River Landing for the CLE Shakespeare Festival. Originally, the festival was supposed to be at Veterans Park on West Erie Avenue but due to some confusion the space is no longer available. The festival was already booked by Main Street and considering we're a Main Street member, they reached out asking for help. We would be a sponsor of the event. In turn we would allow them to use Black River Landing. The event is scheduled for July 31 and they're expecting 100-200 people. They will be using the stage and setting up a few speakers. The CLE Shakespeare Festival handles the setup, and Main Street board members will be on site with volunteers to handle trash and restroom maintenance. Main Street has also agreed to have liability

insurance during the event. No alcohol or vendors will be involved. This is just an open, free event for the public. Ms. McClelland said it's a great event and we're looking for a motion of support. Mr. Mullins confirmed cleanup would be taken care of afterwards. Ms. McClelland said yes, we just wouldn't require a deposit or rental fee. Mr. Nielsen moved to sponsor the CLE Shakespeare Festival. Second by Mr. Sommers. Motion carried.

- b. Lorain City Schools Welcome Back to School Event: Ms. McClelland said this was pretty last minute. We're working with Lorain City Schools as they want to have a "Back to School" event. They're very excited to be back in person and want to have the event on August 1. They really want to use Black River Landing but don't have dollars budgeted to rent the facility. They are now asking if we would waive the deposit and rental fees. We would still require paid maintenance for the restrooms, liability insurance, an extra dumpster pickup, and manage trash/litter control as well. They think it will be a large event as it's for all students and their families. Organizers are also working on a parade to make it a nice kickoff to the school year. We initially talked to the schools about submitting a deposit but that is up to the board's discretion. Mr. Mullins and Mr. Nielsen recommended against requiring a deposit and rental fee. Mr. Zgonc thinks it's odd the schools would have \$1,000 for a deposit. Mr. Mullins said he sees this as a good faith gesture as Mayor Bradley asked for our support. Mr. Scott will abstain. Mr. Nielsen moved to waive the rental fee and deposit. Mr. Zellers seconded. Motion carried with Mr. Scott abstaining.

B. Executive Director

1. Coastal Management Assistance Grant Acceptance Letter: Ms. McClelland said Mr. Brown is on vacation this week and he wanted to call in, but she insisted on handling the meeting. We talked about this grant last year. We applied for the grant to put a trailhead at Mile Marker 00 near the entrance to Oasis Marinas at Port Lorain. We partnered with Lorain County Metro Parks, and we received notice we were awarded the grant. Ms. McClelland said it's a \$100,000 project. ODNR has granted us \$50,000. We're putting in \$25,000

and LCMP is putting in \$25,000 for the 50% grant match. The trailhead will be a stopping place for everyone along the bike trail. It's the start of the bike trail that goes to Kipton and will eventually go much farther. The intent is to also connect it along the coast. Ms. McClelland said the trailhead will feature seating, bike accessories and swings that go along with our spring project. We're working with LCMP architectural design firm to finalize the design. A related budget amendment will come up later in the meeting. We're looking for a motion to accept the grant. Mr. Zellers asked how long is the trail? Mr. McClelland said it's going to eventually connect to southern Ohio, then they want it to go from Toledo to here along the coast. The ribbon cutting for Mile Marker 00 took place earlier this year. Mr. Mullins asked how this affects our property? Ms. McClelland said we own tree parcels on the corner of Lakeside and Colorado Avenues and will keep those parcels in our name. The Metro Parks also has additional parcel next to ours, so we're working on a maintenance plan. We didn't put in restrooms due to the maintenance aspect. Mr. Nielsen asked about cutting down the brush in that area? Ms. McClelland said yes, that will be cleared out. The goal was to have a trailhead and open up the waterfront. We'll cut down the vegetation obstructing the view of the lake and plant different items to keep it more manageable. Mr. Nielsen said we also own the lots across the street. Ms. McClelland said the parcels involved in this trailhead project has deed restrictions because of eminent domain, so this is the perfect use for it. Mr. Mullins confirmed it's still our property and we're still responsible for maintenance. Ms. McClelland said yes, and LCMP puts in a grant match. ODNR wants to see partnerships when requesting grant dollars. The bike trail is maintained by LCMP. Grass cutting is still our responsibility. Mr. Mullins asked if maintenance was included in the \$100,000. Ms. McClelland said no, grants like this do not include maintenance costs. Mr. Scott said he's ridden the trail and he highly recommends the partnership. Mr. Mullins said we manage a lot of parks and that may not be in our favor moving forward. Can we maybe give some of those back to the city? Ms. McClelland said that's definitely a conversation to

be had because we don't own some of the parks we manage. Mr. Scott moved to accept the Coastal Management Assistance Grant. Second by Mr. Zgonc. Motion carried.

2. Property Sale: Ms. McClelland said we spoke about this a few months ago. There is a single lot on Lakeside Avenue. The board agreed to take it to auction. We had an auction on June 30, 2021, here at the office. We advertised in advance and contacted any parties who had previously expressed interest. Three interested individuals showed up and two of them submitted bids. We ended up selling it for \$64,500, which was higher than the original bid we had received with closed bids. We were paid in full, and we transferred the property. Mr. Mullins asked if there were any restrictions on what can be built? Ms. McClelland said no, just city ordinances. The individual who purchased the lot plans to build her home there.
3. Independence Day Fireworks Display Recap: Ms. McClelland said July 4 we had the annual show. American Fireworks did a fantastic job. It was not as crowded at Lakeside Landing, but lots of people were at BRL. People seemed to be spaced out. The rooftop was sold out at the Ariel Broadway Hotel. No complaints or issues. Mr. Mullins said the Marine Patrol did a great job.
4. Stage Process: Ms. McClelland said we're going to be moving on to our second round of interviews with the three architecture teams. We're looking at Tuesday, July 27 during the evening and each firm will be given an hour time slot. After taking the tour of Mentor's stage, we agreed to put together a more concise list of what we want. Those guidelines have been finalized and sent out to the three firms and we're finalizing times with each. High priority and optional items have been identified. We'll send out the time slot information as soon as we know. Mr. Scott asked when the meeting would start. Ms. McClelland said it will start at 4:30 p.m. Mr. Sommers thanked the staff for the trip to Mentor.
5. Wednesday, July 21: Vaxin' on the River: Ms. McClelland said this concert is presented in conjunction with Rockin' on the River, Mercy Health, the City of Lorain and Lorain County Public Health. It's expected to be a pretty big night.

Leta Ford will be performing, and the city is giving out \$10 gift cards to the first 5,000 vaccinated attendees. We expect a large turnout. The gift card can be used for food at the concert. Unvaccinated people can attend, but there is a cost to enter. Ms. McClelland said there will be a vaccination station at the concert. If you show up and get one shot, you can get in the concert for free and you also get the \$10 gift card. The city has promised a large number of staff to help at the concert.

C. Assistant Director

1. Inclusive Project Planning Grant: Ms. McClelland said we have talked about this in the past. We applied for this grant with the City of Lorain through Team NEO and JobsOhio to complete a market feasibility study on the former Pellet Terminal site and our two waterfront properties (south end of BRL and the 24 acres next to boat launch facility). The goal is to have tangible numbers and evidence of what the market can feasibly bare here in the city so we can go out for development on these sites. This includes understanding the square footage rate for office space. Should it be office space, housing, retail, etc.? We applied for the grant last year and we were one of three to receive funding in the first round. Tonight's resolution is for a grant agreement with JobsOhio. The total project cost is \$41,800. Of that, 50% is covered by the grant, which is \$20,900. We're putting in \$10,00 and the city will put in \$10,900. We'll be the contracting authority with the agency, so we'll make the payments and then be reimbursed. JobsOhio picked the firm, which is Forward Planning. We have an agreement ready to enter into with Forward Planning. Tonight's resolution also includes an MOU with the city for the reimbursement of the \$10,900. Ms. McClelland said there are a lot of moving parts involved. Mr. Zgonc asked what the process will bring to us as a board that hasn't been highlighted in previous projects? Ms. McClelland said the main difference is having tangible numbers. For example, when we went out to get a hotel for Downtown Lorain, before you could get financing, the banks wanted to know it was feasible in that location. At the time, Ms. Radhika Reddy spent \$100,000 to get that study done. When we've gone out for development, we

show the property and then ask them to tell us what they want to put there. This is us bridging the gap to have the information upfront. Mr. Zgonc asked about the finger piers and them being brownfields. Ms. McClelland said there are 5 in that area. This is kind of an olive branch, Mr. Mullins explained. Mr. Zellers asked about our relationship with Forward Planning. Ms. McClelland said JobsOhio picked them and they're the ones giving us the grant dollars. We've gone out for proposals twice and got zero developments. The goal here is this market information will hopefully change that result. We want to get people interested in investment. Mr. Scott asked about the negotiations with the city and who did that? Ms. McClelland said she did. Mr. Scott said they have bigger coffers. Mr. Mullins said it's to build the relationship. Mr. Zellers said we also stand to gain from this. Mr. Zgonc said the Staubach Report mentioned bullet points and we might want to revisit that. Mr. Mullins said that was 20 years ago. Mr. Nielsen said it's irrelevant now. Mr. Zgonc said he's a labor guy. The vision of any development is going to come from business-minded people. Where there has ever been a great vision, the money will follow. Mr. Nielsen said this is a tool we can give developers. Mr. Zgonc said in a month the figures will change. Ms. McClelland said this will help the City of Lorain better understand what is truly feasible. That way when a good proposal comes along, the decision makers don't turn it away hoping for better. Mr. Scott and any time you have a major goal, you should look at what could hinder you from accomplishing it. He thinks it's money well spent and gives us leverage to move forward. Mr. Zellers asked how far this gets us down the road? Ms. McClelland said we, the city and JobsOhio will go back out for developers. When we tried before, the first time it was just the port. The second time we had city support, but neither time involved JobsOhio. Ms. McClelland said this is the first step to get more developers into the city.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR THEIR
DESIGNEE TO ENTER INTO A GRANT AGREEMENT BY AND BETWEEN
JOBSSOHIO, A MEMORANDUM OF UNDERSTANDING (MOU) BY AND BETWEEN**

THE CITY OF LORAIN, LORAIN PORT AUTHORITY AND JOBSOHIO AND A CONTRACT FOR THE PURPOSE OF PROFESSIONAL SERVICES, PENDING MINOR NONSUBSTANTIVE CHANGES AND LEGAL COUNSEL APPROVAL.

Mr. Scott moved to approve Resolution No. 2021-18. Second by Mr. Nielsen. Roll call vote as follows:

Ayes: 6 Nays: 1 (Mr. Zgonc) Abstain: 1 (Mr. Kuznir) Resolution Passed

IV. Report of Committees

A. Contract Management Committee

1. Mr. Zellers said he had no report.

B. Strategic Development Plan Committee

1. Mr. Kuznir said he had no report.

C. Marketing and Public Affairs Committee

1. Mr. Nielsen said he had no report. The BRL t-shirts continue to be well-received.

D. Financial Planning and Audit Committee

1. June 2021 Financial Statement: Mr. Kuznir said he reviewed the financial statements with Mrs. Smith earlier today. The receipts and payments look good, and he recommended approval. Mr. Sommers moved to approve the June 2021 Financial Statement. Second by Mr. Zellers. Motion carried.
2. Retroactive Advancement of Funds for Marine Patrol: Mrs. Smith said typically the grant funds are in long before now. This year they are behind. Earlier this week she had to pay payroll withholdings. She did an advancement of funds for \$50 to cover it. As soon as grant dollars come in, we will be repaid. The full amount needed is \$5,050.

Mr. Mullins presented:

A RESOLUTION TO APPROVE A RETROACTIVE ADVANCEMENT OF FUNDS FROM THE GENERAL FUND TO A SPECIAL REVENUE MARINE PATROL FUND.

Mr. Zgonc moved to approve Resolution No. 2021-19. Second by Mr. Sommers. Roll call vote as follows:

Ayes: 7 Nays: 1 (Mr. Nielsen) Abstain: 0 Resolution Passed

3. Budget Amendment: Mrs. Smith said the budget amendment before you adds the Coastal Management Grant as well as the Inclusive Project Planning Grant to the budget.

Mr. Mullins presented:

A RESOLUTION RATIFYING EXPENDITURES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE 2021 OPERATING BUDGET, TRANSFER AND APPROPRIATE FUNDS AND REQUEST AN AMENDED CERTIFICATE OF ESTIMATED RESOURCES FROM THE COUNTY AUDITOR.

Mr. Sommers moved to approve Resolution No. 2021-20. Second by Mr. Zellers. Roll call vote as follows:

Ayes: 7 Nays: 0 Abstain: 1 (Mr. Kusznr) **Resolution Passed**

4. Advancement of Funds for Coastal Management Assistance Grant: Mrs. Smith said these grants are reimbursable. It's like a loan from the general fund. Mr. Nielsen asked about the grant spanning between 2021 and 2022. Mrs. Smith said usually it's paid back prior to the end of the year, but that can't happen in this case. This will be paid back by June 30, 2022.

Mr. Mullins presented:

A RESOLUTION TO APPROVE AN ADVANCEMENT OF FUNDS FROM THE GENERAL FUND TO A SPECIAL REVENUE PORT AND PARKS LAKE ERIE BIKE TRAIL STATION FUND.

Mr. Scott moved to approve Resolution No. 2021-21. Second by Mr. Kusznr. Roll call vote as follows:

Ayes: 8 Nays: 0 Abstain: 0 **Resolution Passed**

5. Advancement of Funds for Inclusive Project Planning Grant: Mrs. Smith said the amount is \$31,800. This should also be repaid by June 30, 2022.

Mr. Mullins presented:

A RESOLUTION TO APPROVE AN ADVANCEMENT OF FUNDS FROM THE GENERAL FUND TO A SPECIAL REVENUE INCLUSIVE PROJECT PLANNING GRANT FUND.

Mr. Zellers moved to approve Resolution No. 2021-22. Second by Mr. Sommers. Roll call vote as follows:

Ayes: 6 Nays: 1 (Mr. Zgonc) Abstain: 1 (Mr. Kuszniir) Resolution Passed

6. 2022 Temporary Budget Appropriations: Mrs. Smith said after the last board meeting there was a committee meeting to discuss the budget in detail. Mr. Scott said the staff did a great job breaking it all down.

Mr. Mullins presented:

A RESOLUTION TO APPROVE THE 2022 ANNUAL BUDGET OF ESTIMATED REVENUES AND EXPENDITURES FOR THE LORAIN PORT AUTHORITY.

Mr. Nielsen moved to approve Resolution No. 2021-23. Second by Mr. Kuszniir. Roll call vote as follows:

Ayes: 8 Nays: 0 Abstain: 0 Resolution Passed

E. Bylaws and Personnel Committee

1. Mr. Sommers said he had no report.

V. Other Business

- A. Mr. Nielsen said the shuttle boats have gotten a good response from the people in Harbor Walk. Mrs. Leyva-Smith agreed the Water Taxi has been well received and is running more smoothly. Mr. Nielsen agreed it's a work in progress. A sign of approximate pick-up times is recommended.
- B. Mr. Mullins asked about the gas going into one of the shuttle boats? Mrs. Leyva-Smith said yes, unfortunately a gas dock attendant handed our Captain Andrew Carden a gas line instead of diesel and he didn't notice until about 8 gallons went in. This was right as he was going to pick up passengers for the July Fourth Fireworks Picnic at the Lighthouse. The boat was taken out of commission that night. The gas will be siphoned out or purified. Work to be done before July 21. Mr. Mullins said he views this as the captain responsibility. Something needs to be documented that it can't happen again. Mrs. Leyva-Smith agreed and said the boat will be inspected to ensure it is operating as it should. Mr. Nielsen asked about passenger counts and a year-end report? Mrs. Leyva-Smith said she is

keeping track and is happy to provide those numbers. Mr. Mullins asked if the Water Taxi would run July 16 and 17? Mrs. Leyva-Smith said yes. Mr. Kusznr asked about The Summer Market? Mrs. Leyva-Smith said no, but there will be Lighthouse Tours that are sold out. There will not be a Water Taxi for Vaxin' on the River.

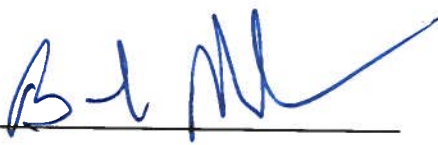
- C. Mr. Zgonc asked about Jet Express trips? Ms. McClelland said we're trying to do some Jet Express trips. We are working with them on dates. Every few years we have to renegotiate services. We have not come to terms on anything yet. Ideally, we'll be doing three Browns trips and one or two others, such as a Brew Cruise. Nothing set in stone yet.
- D. The Summer Market Reminder (July 23 & 24, 2021): Mrs. Leyva-Smith reminded the board members and staff of the upcoming event. Very cool last year.
- E. Mr. Kusznr gave a shoutout to staff for the Mentor trip and thanked Mrs. Smith for the financial committee meeting presentation. He thought it was helpful to those who attended.

VI. Public Comment


- A. Mr. Payerchin said he's the Vice President of the Mary Lee Tucker Clothe-a-Child Foundation. He thanked the board for supporting their use of Black River Landing for the Journal Jog on August 8. He explained they stage at BRL for the 5k road race and 3k fun walk, which is a fundraiser for the Mary Lee Tucker Program. The paper started the program in 1924 to raise money for children in need. He encouraged board members to attend the event.

VII. Adjournment

- A. There being no further business to come before the board, Mr. Zellers moved to adjourn. Mr. Nielsen seconded. Meeting adjourned at 8:11 p.m.



Brad Mullins, Chairman



Tom Brown, Executive Director