

Lorain Port and Finance Authority
Board of Directors
Regular Meeting
Port Office
Tuesday, September 14, 2021, at 7:00 p.m.

Board of Directors: Ms. Bonilla; Messrs. Kuzsnir, Mullins, Nielsen, Scott,
Sommers, Veard, Zellers and Zgonc (9)

Staff: Tom Brown, Executive Director
Tiffany McClelland, Assistant Director
Yvonne Smith, Accountant
Kelsey Leyva-Smith, Office Manager
Michael Brosky, Esq., Attorney

Guests: None

- 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. Walleye Slam: Mr. Brown said the board packet included a request from Walleye Slam, which is a group from Erie Outfitters in Sheffield Lake. They did the original Fall Brawl. Cabela's and the Bass Pro Shop took over the Fall Brawl and Erie Outfitters is starting a new Walleye Slam event and are looking for sponsors. Mr. Brown said we have some money left in the promotional account and he was on the fence. He thinks it's good to have anglers fishing and launching in Lorain. We have the best fishing around. He was thinking at least a low-level sponsorship but wanted insight from the board. Mr. Mullins asked about the amount in our account? Mr. Brown said about \$2,100. He recommends the \$500 level, Walleye Slam Approved Guide Sponsorship. That includes our logo and website link in the guide, a Facebook sponsorship post, our logo on the

banner at the National Fishing Expos Columbus Walleye Slam Party, 10% off booth space at the expos and two tickets to the expos and VIP Party. Mr. Nielsen said Fall Brawl is a huge event involving people from all over the country. Mr. Nielsen moved to approve the \$500 donation. Second by Mr. Veard. Motion carried.

- b. Roads, Rails n Sales: Mr. Brown said a flyer for the Road, Rails n Sales event was in the board packet. The event is on September 25. All proceeds go toward restoring the caboose. He thanked the board members who purchased raffle tickets and said more are available if anyone else is interested.
- c. Port Lorain Magazine: Mr. Brown said the magazine in front of you is from Oasis Marinas. This is one of the features promised when we signed our agreement with them, which is a magazine for each site they manage. They sought local input. We have a bunch for anyone who wants some.
- d. BRL decals: Mr. Brown said everyone was also given a BRL decal, and we have more of those, too. We avoided passing them out at the concerts to prevent our scraping them off the light poles and picnic tables.
- e. 2020 Robert J. Lewis Pacesetter Award Congratulatory Message: Mr. Brown said as previously mentioned, we received the 2020 Pacesetter Award. Two years ago, Mr. Craig Middlebrook with the St. Lawrence Seaway attended a board meeting to congratulate us. Due to COVID-19, this year we got a video message. After playing the message, Mr. Brown said Mrs. Smith handles the reporting each year. We plan to reach out to the local shippers to congratulate them as well. Without their hard work this doesn't happen. Mr. Brown said Director Middlebrook is gracious and always offers a good conversation.

B. Executive Director

- 1. Authorize Executive Director to compensate Oasis Marinas for Painting Project: Mr. Brown said one of the things we started to do this year was walkthroughs at the marina. We've made a commitment to not lose track of what's going on there. He said one thing we've noticed is Oasis has made a

lot of infrastructure improvements that aren't as noticeable. They're fixing piping, electric, security, and people expected to see a visual change immediately. Mr. Brown said when Erie Shore Rentals and Detailing updated the jet ski building, it made the main building look even worse. In our contract with Oasis, there is a mechanism for up to \$70,000 in improvements each year before projects can be delayed for the next budget season. He said we want the painting before the winter season. Once the boats are gone, all that's left is the building. We got a quote from the company that did the Erie Shore building. Mr. Brown said Oasis is well north of the \$70,000 threshold. This opens up the ability in our lease where if we want something done, we can do so. We have money in capital to cover it. He feels strongly about not wanting the building to look bad over the winter, but the estimate exceeds his \$10,000 threshold. The amount is \$22,731 to cover the repair and painting of main building, including railings and trim. Mr. Brown requested a motion of support if the board members agreed with the concept. In speaking to Oasis, Mr. Brown said this would be of great assistance to them to fast-track some additional stairway and external features. (7:13 p.m. Rick Payerchin). Mr. Mullins asked what color? Mr. Brown said everyone liked the orange of Erie Shore's building, but it was \$6,000 more because of the process to change the color. Oasis wants to go with blue instead. Mr. Scott asked when Oasis was planning to paint it next year? Mr. Brown said they were planning it for the 2022 budget, but there no specific time frame given. We thought it would happen in year one. Mr. Mullins said we own the building, and the roof looks terrible. The paint is worn off. The outside upstairs deck needs painted. He doesn't see Mr. Jim Andrews (Erie Steak & Seafood) making the investment. Mr. Mullins doesn't want to wait. Mr. Brown said he sees this as a tradeoff. In our contract, we're responsible for major items like piping. They could have come to us for some things and didn't. They've tried not to come to us. Even now, we approached them. Mr. Scott asked if orange would be better? Mr. Mullins said blue ties into their color scheme. This is the image of Lorain and the port, and we want it to be positive. Ms. Bonilla asked about Erie Steak

and Seafood and if they contribute to repairs and maintenance? Mr. Brown said they are responsible for their deck and certain areas under their sublease. He said he thinks we would have paid this amount anyway if Oasis came to us for their piping and plumbing repairs. He thinks we can lend them a hand in the partnership. It would bother him waiting until May or June to get it done. With board approval tonight, repair work could begin next week. Mr. Nielsen and Mr. Veard agreed with the consensus. Mr. Kuszniir moved to approve. Mr. Zellers asked if we were out of line basing this decision on what they're doing next year? Can you list a few projects they're doing next year and get some commitment from them? Mr. Brown said yes, he's talked with Oasis and they're now able to move other projects up on their list like the steel staircase. Mr. Zellers said he also thought the building would be painted in the first year and understands why it wasn't. He thinks we should redirect their priorities a bit. Mr. Mullins said they're working on finalizing their budget and list of capital investments, so our covering the painting frees up those dollars. Oasis wants to change the whole front area eventually. The motion was then second by Mr. Zellers. Motion carried.

2. Flowers in the Sky report: Mr. Brown said the Bonaminio family was a pleasure to work with. We sent them a list of items we would need to be reimbursed for, including the fireworks, insurance, and bathroom attendant. They approved it immediately and wrote a check in full the night of the show. The show was amazing. It was a different type of show with smaller shells, so you don't get the height, but those who saw the show really enjoyed it. The family has a better idea of what the site can support and was very happy with us and Lorain. Mr. Brown said we are going out for fireworks proposals this year and plan to engage Rozzi Fireworks for a proposal.
3. Jet Express dates: Mr. Brown said coming out of covid-19 this has been a challenge. He's happy to announce we have a schedule for the Jet Express for the three Browns games in October (17, 21 and 31). Stops include Port Clinton, Kelley's Island and Lorain. They've sold 43 tickets so far for the first game. You can only reserve tickets over the phone. Mr. Brown said he was

pressing them for one more event in Lorain. They're working with some partners to see if there's any interest as BrewFest wasn't interested in a fall cruise. We preferred the business model this season with the Jet Express handling the ticket sales and plan to continue that moving forward.

4. American Great Lakes Port Association Annual Meeting report: Mr. Brown said he and Ms. McClelland attended this event in Indiana at the Indiana Dunes State Park. Heard a speech from the state governor. They were able to network and toured the Port of Indiana. He said he and Ms. McClelland stirred some interest and hope to show our properties soon. They found exciting leads and attended good presentations.
5. Late Correspondence: Mr. Brown said Mr. Mullins was approached by a group from Lorain ministries about doing a revival this fall at Black River Landing, all denominations. It's up to the board and they're seeking a possible site sponsorship. He said the staff insists we maintain the certain parameters, like restrooms, maintaining litter and insurance. Mr. Mullins said he was approached early in the summer. It's called Lorain Revival Ministries. They're not sure about the size of the event but want to use the site before the stage top comes down. Mr. Scott asked if this would be similar to our arrangements with the Lorain City Schools for their back-to-school event? Mr. Brown said yes. There would also need to be sound as it is not provided on the stage. Mr. Scott moved to approve. Second by Mr. Sommers. Motion carried.

C. Assistant Director

1. Story Walk Grand Opening: Ms. McClelland said at Black River Landing we have a Story Walk that was installed in conjunction with the Lorain Public Library System. They approached us as they received grant dollars to install a StoryWalk. These are popping up all over the country and two have been installed in Lorain County so far but none in Lorain. We walked the site with them and established a path. Ms. McClelland said a Story Walk is a cross between reading and getting kids out and walking. Signs are spaced out with one page of the book. It's a mile-long trail outside of the concert zone ending around the dock. The grand opening is Monday, Sept. 20 at 4 p.m. and will

feature a special guest. Library representatives and the Lorain Mayor are attending, too. They also want kids to attend. The book installed is "The Monster at the End of this Book," which is Mr. Brown's childhood favorite. IT's going to be a fun day for the kids. The Discovery Mobile from the library will be on site, too. We will send out an invitation.

2. Mix and Mingle: Ms. McClelland said we will be doing another event in conjunction with Main Street Lorain. It will be a Mix & Mingle on October 5 from 5-7 p.m. at Union Town Provisions. It's an afterhours networking event. We'll be taking about financing programs available to Main Street members. Representatives from the city and county will be there, too. Board members are welcome to attend. Ms. McClelland said the hope is to kickoff a city program, the Main Street Facade Program. It should be a fun event.
3. Kelley's Island Ferry Boat Line Project Hurricane Ida Impacts: Ms. McClelland said she had good and bad news. The bad news is Louisiana was hit bad by Hurricane Ida. They entered hurricane preparedness on August 29 and expected to be back to work on Tuesday. A week later they got cell service back to send a text saying they were not yet back to work and still locating people. Over two weeks later, we can confirm all employees are safe and the yard and vessel are fine. To date, they still do not have power or internet service. They just got water back two days ago. The yard sits up a little higher, but where the employees live, everyone's flooded out, so employees can't get back to work. They're hoping to be back to work next week. Ms. McClelland said we're looking at about a two-week delay. The good news is our boat was sitting to the side and not getting much work done on it while waiting for parts. The parts are ready and in Texas waiting to get sent to the yard. Once they receive the parts, they'll have what they need to finish the vessel. She is not expecting them to be back to work for at least another week. Mr. Nielsen asked when we get the boat? Ms. McClelland said she had high hopes, but if it isn't moved soon enough it will have to wait until spring (March or April 2022). She said next moth we should have a solid idea of when the vessel if getting transported. Mrs. Smith said she and Ms.

McClelland were looking at the schedule for the federal dollars because if you spend over a certain threshold, it requires another audit. We're trying to finish the federal dollars this year so we don't have to have a single audit in 2022. We might be able to go back to 2-year audit cycle.

IV. Report of Committees

A. Contract Management Committee

1. Stage Design Report: Mr. Zellers said there was a committee meeting tonight to discuss picking a partner for the stage top design. We originally talked with Gary Fischer, Clark and Post and Robert Maschke. He said there were a few factors that contributed to the recommendation to the full board. First, Gary Fisher brought in the company DLR Group. They were going to provide the wow-factor and the design. Clark and Post brought in J Kurtz to complete the design. Robert Maschke also brought in Bialosky, but they would become more involved following the design process. The wow-factor or design would be done by Robert Maschke. The committee felt the company that could work with us the best to meet the dollar amount we talked about to get the biggest bang for our buck and that is Robert Maschke. Second, we asked for pricing from each company for a design we could use to fundraise. Gary Fischer was \$43,000, Clark and Post was \$42,500, and Robert Maschke was \$28,500, so from a pricing point of view the committee felt comfortable with Robert Maschke. The third factor was the scoring matrix. Mr. Zellers said overwhelming, Robert Maschke's company came out on top. The committee recommended for full approval moving forward with Robert Maschke.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO A CONTRACT AGREEMENT WITH ROBERT MASCHKE ARCHITECTS INC. FOR CONCEPTUAL DESIGN SERVICES FOR THE BLACK RIVER LANDING AMPHITEATER.

Mr. Sommers moved to approve Resolution No. 2021-26. Second by Mr. Zgonc. Roll call vote as follows:

Ayes: 9

Nays: 0

Abstain: 0

Resolution Passed

B. Strategic Development Plan Committee

1. Mr. Kuszniir said he had no report.

C. Marketing and Public Affairs Committee

1. BRL Marketing Campaign/t-shirt giveaway report: Mr. Brown said the BRL t-shirt giveaway at concerts went well. Around 500 were passed out and each week we saw more and more being worn at the shows. He wants to build on that and go back to committee. We'll need to discuss incorporating the stage design, getting a slogan and selling the t-shirts. We want to keep that momentum going next year. He said Mr. Bob and Sandy Earley are overjoyed at the great season. Inclement weather was a factor and hampered roughly three nights. Overall, big nights were big enough to overcome the small nights and it was a successful season. Vendors were happy. We'll have Water Taxi numbers as far as passengers and what it cost us at the October meeting.

D. Financial Planning and Audit Committee

1. July 2021 Financial Statement: Mr. Kuszniir said he reviewed the July and August financials yesterday. He pulled the water bills for our facilities and noticed a few accounts with little consumption, but we still pay the mandated EPA fees. Mrs. Smith is going to look into this as it might be a creative way to save money. Mr. Kuszniir recommended approval of the financial statement. Mr. Sommers moved to approve. Second by Mr. Veard. Motion carried.
2. August 2021 Financial Statement: Mr. Kuszniir moved to approve the August 2021 financial statement. Second by Mr. Zellers. Motion approved.

E. Bylaws and Personnel Committee

1. Mr. Sommers said he had no report.

V. Other Business

- A. None

VI. Public Comment

- A. None

VII. Adjournment

A. There being no further business to come before the board, Mr. Nielsen moved to adjourn. Mr. Scott seconded. Meeting adjourned at 7:49 p.m.



Brad Mullins, Chairman



Tom Brown, Executive Director