

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

Board of Directors: Messrs. Kuszniir, Mullins, Scott, Sommers, Veard, Zellers
and Zgonc (7)

Staff: Tom Brown, Executive Director
Tiffany McClelland, Assistant Director
Yvonne Smith, Accountant
Kelsey Leyva-Smith, Office Manager
Mike Brosky, Esq., Attorney (7:03 p.m.)
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. Disposition of Meeting Minutes

- A. June 8, 2021, Regular Board Meeting: Mr. Veard moved to approve the meeting minutes. Second by Mr. Sommers. Motion carried.
- B. July 13, 2021, Regular Board Meeting: Mr. Kuszniir moved. Second by Mr. Zellers. Motion carried.
- C. August 10, 2021 Regular Board Meeting: Mr. Zellers moved to approve the meeting minutes. Second by Mr. Sommers. Motion carried.
- D. August 18, 2021, Special Board Meeting: Mr. Veard moved to approve the meeting minutes. Second by Mr. Sommers. Motion carried.
- E. September 14, 2021, Regular Board Meeting: Mr. Zellers moved to approve the meeting minutes. Second by Mr. Scott. Motion carried.
- F. November 9, 2021, Regular Board Meeting: Mr. Sommers moved to approve the meeting minutes. Second by Mr. Scott. Motion carried.

IV. Report of Officers

A. Chairman

1. Correspondence received:

- a. Lorain Palace Theatre Sponsorship:** Mr. Brown said the Palace Theatre has been under new management for about five years and are doing pretty well. This year they're doing a New Year's Eve fundraiser. Mr. Chris Pataky with the Palace visited the office and asked Mr. Brown if the board would consider a sponsorship level. They've never asked before. Mr. Brown said a strong Palace helps us. They are a good community partner. Mr. Mullins asked if Mr. Brown had a specific recommendation? Mr. Brown said he recommended the \$500 level but would leave it up to the board. This includes tickets, a half page ad and a place in their slideshow. Mr. Zgonc moved to make a \$500 sponsorship. Mr. Scott seconded. Motion carried. Mr. Brown said four tickets are available if anyone is interested.

B. Executive Director

- 1. Oasis Year-End Presentation:** Mr. Brown said Mr. Alex Amata is here instead of Mr. Nate Moyer. Mr. Amata is the new general manager of Port Lorain and Mr. Moyer is managing the region. Mr. Amata said overall the marina experienced a positive end to 2021. Staff was able to create a community feel with the boaters, especially on holidays such as July Fourth and Labor Day. The entire team worked their normal shift and stayed after for the festivities. Mr. Amata said they got an overwhelmingly positive response to being present and talking to the boaters. Slip holders were able to submit a review in July and four out of five gave positive reviews to repairs, management and customer service. Mr. Amata said they take those reviews, especially the constructive criticisms, to heart. About 140 transient boaters visited the marina from July through November and Oasis is averaging 4.8 out of 5 stars. Mr. Mullins asked where the boaters were from? Mr. Amata said all over, even from Canada. He said over the course of October they had a delayed haul out due to the inclement weather, so boats were in longer. For the Fall Brawl, 32 fishermen at Oasis participated, which is a 150% increase from last

year. Mr. Amata thanked the board for the assistance in getting the main building painted. It has provided a much-needed facelift. The main building was aged and deteriorated, especially compared to the Erie Shores Rentals & Detailing building. Looking ahead to 2022, Mr. Amata said they plan to build out the Black River Wharf. They want to transform the narrative around the property and turn it into a lively location. There will be employee coverage 7-days a week from May through October 31. It will be one employee on weekdays and two on the weekend. They are establishing a kayak fleet for online and in-person rentals, and plan to offer full retail with bait and tackle as well. A new leadership position is also being created to take customer service at the location to a new level. Mr. Amata said in 2021 the Lakeside Launch received negative comments due to cleanliness. They are putting a plan in place to correct that moving forward. Employee inspections will happen seven days a week from May through October at the start and end of the day. A cleaning service will be employed three times per week. New bathroom accessories will be added, too. Mr. Amata said the ramp will be towed out for repairs, such as welding, until they can get a new ramp for the location. A damaged dock from the Black River Wharf will also be repaired in the off season. The 30-year-old fuel system at the marina is also being replaced. The current system is a safety liability and changing it will bring the property up to code with the fire marshal. Some capital improvements will be the staircase for the employees of Erie Steak and Seafood. Three of the 12 steps are rotted through. It will be repaired within the next month. The main doors for Erie Steak and Seafood, as well as two west facing doors, are also being replaced. Three air condensers in the building were red tagged in June and July as non-repairable, so those will be replaced. Outside, 18 new dock ladders, fire extinguishers and life rings will be added. Mr. Amata said he and the Oasis staff are creating a weekly calendar of events during the off season. He will be working with a newly appointed social media and content coordinator for Oasis. In 2021, Oasis replaced 6,500 linear feet of deck boards and 34 large whaler beams. About 1,900 feet of rub rail and about 200

feet of plumbing pipe were also replaced. Mr. Amata said repairs will remain a constant trend. They want to do the right repairs at the right time the right way. Freedom Boat Club and Erie Shore did well in 2021 and are both doubling their fleets in 2022. The boat club will increase from six boats to 15, and Erie Shore will increase from four to eight jet skis. The marina received two awards from Lake Erie Magazine for Best Marina (two years running) and Best Revamped Marina. In 2020, Mr. Amata said they finished the year at 58% occupancy. In 2021, that increased to 70%, which is around 320 vessels. The goal is 375 vessels or 80% capacity in 2022. Mr. Mullins asked how that compares to other marinas in the area? Mr. Amata said Port Lorain is larger than most. Other marinas like Spitzer can only hold around 200. Oasis already has 160 boaters signed up so far, which means about 40% are returning customers. He thanked the board for their support and opened the floor to questions. Mr. Zellers said he said he remembered Oasis saying they would use Port Lorain as a starting point for the Great Lakes. How is that going? Mr. Amata said they have marinas open in Sandusky and Cleveland and are looking to add two more. They are ahead of schedule and growing very fast. Mr. Brosky asked where in Sandusky? Mr. Amata said Battery Park. Mr. Zellers asked how many slips are at Port Lorain? Mr. Amata said about 450. They should have 500 with repairs. Mr. Mullins asked if Oasis was happy? Mr. Amata said yes. Mr. Brown said Mr. Moyer and Mr. Amata are great to work with. Lakeside Launch is a challenging location. Mr. Mullins asked if Oasis got any feedback about our Water Taxi? Mr. Amata said everyone loved it. They had an issue with not having a dedicated slip at first, but that was solved mid-season. Mr. Mullins thanked Mr. Amata for his time and information.

2. Property Donation Agreement: Mr. Brown said Mr. Nielsen made a connection with a property owner who wants to donate his property to the port authority. He likes what we've done over the years and feels confident we'll do something good with it. The property is still going through the appraisal process. He thinks the appraisal will be higher than the auditor's website.

Even if not, Mr. Brown toured the property, thinks it has great value to us and has a couple end users in mind. Mr. Brosky drafted the donation agreement and can answer any questions. If approved, Mr. Brown said he will work with the property owner, Mr. David Staves, and title company to complete the transfer. Mr. Kuszniir asked if a phase one assessment was done? Mr. Brown said yes.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO A DONATION AGREEMENT WITH DAVID STAVES FOR THE PROPERTY LOCATED AT 3807 WEST ERIE AVE. LORAIN OHIO.

Mr. Sommers moved to approve Resolution No. 2021-31. Second by Mr. Scott. Roll call vote as follows:

Ayes: 7 Nays: 0 Abstain: 0 Resolution Passed

3. Submerged Land Lease Reapproval: Mr. Brown said this was originally approved in 2018. The group is still working on the project, so the Ohio Department of Natural Resources is requiring an updated resolution from us. The board is basically declaring our organization has no intended use for the submerged land and that it won't interfere with commercial shipping. The group will pay a small amount to ODNR, and we'll get a portion of that yearly.

Mr. Mullins presented:

A RESOLUTION FINDING THAT CERTAIN DESCRIBED SUBMERGED LAND ABUTTING THE CITY IS NOT NECESSARY FOR THE CONSTRUCTION OR MAINTENANCE OF VARIOUS IMPROVEMENTS.

Mr. Zellers moved to approve Resolution No. 2021-32. Second by Mr. Veard. Roll call vote as follows:

Ayes: 7 Nays: 0 Abstain: 0 Resolution Passed

4. McCrone Motorsports Park: Mr. Brown said Mr. Mullins coordinated the meeting with Mr. McCrone. We pitched a concept for Cromwell Park, and it hit the papers last week. The port is still involved in this project, researching ways to assist and finance. We previously worked with developers on phase one assessments and environmental work.

C. Assistant Director

1. Kelley's Island Ferry Boat Line Project Update: Before turning the floor over to Ms. McClelland, Mr. Mullins said he saw a picture online and was impressed. Ms. McClelland said she has a picture presentation to show where we're at with the vessel. It covers from June to now. We are just about finished with the vessel. You'll see a lot coming together. Lots of internal components were added and painting being done. A beautiful awning was added. She said it's been a really good build, overall. From June to now, the build has slowed down a lot. A lot of piping, hydraulics, and wiring went in. Ms. McClelland said we didn't launch the vessel until October 2021. The color of the boat was a point of contention. It will be orange and blue. In October, the ramps were added and painted. It's really a vessel now. Everything is coming together really nicely. Ms. McClelland said the boat is 168 feet long and can hold 149 passengers. They're testing shore power this week as part of the dock trials. The pilot house is not attached and will not be attached until they get through Chicago. It's too tall. It will take about five days just for that. Mr. Mullins asked what the top speed is? Ms. McClelland said she's not sure but it's not fast. They're expecting a 30-day trip with 25 days of transit. They will probably stop twice to refuel. Kelley's Island wants their people on board, so they'll be picking three guys. Technology is going in on the top of the pilot house. Windows were delayed but they are all installed now. Two ADA compliant restrooms were built out. Our consultant company, TAI Technologies, published a press release about the vessel and the project. They were at a marine show in Louisiana. The boat will be in service in 2022. Mr. Mullins asked when we get it? Ms. McClelland said the vessel was set to be done December 24. The shipyard has pushed that date. Unfortunately, there is no way we can leave the yard. Coast Guard said it's unsafe. Sea trials will be in January. That involves a lot of different agencies and Kelley's Island wants to be there because it will be the first time the engines are run for an extended period of time. We're now looking to finish around January 10. It will sit at the yard until March 1. Based on when the Great Lakes thaw, we can then set a

schedule. It should arrive sometime between April and May. Mr. Mullins asked where it will operate? Ms. McClelland said out of the Kelley's Island facility in Marblehead. Mr. Zgonc asked if the vessel was considered state of the art? Ms. McClelland said yes. It's going to be pretty spectacular. The goal with this vessel was to make their operation more efficient. This vessel does it all. Ms. McClelland said it's the new and improved Shirley Irene. Mr. Brown said we may do a bus to Marblehead for a grand opening event. Ms. McClelland said we're one of the only local public agencies in the area capable to facilitating federal funds for a project like this. It was a unique project that helps improve the Great Lakes.

V. Report of Committees

A. Contract Management Committee

1. LoCo 'Yaks Sublease Agreement: Mr. Zellers said the committee met prior to tonight's meeting and talked with the owners of LoCo 'Yaks. They proposed a new lease agreement of \$50 per month from October through April and then May through August would be \$1 per launch. Last year was a disappointing season with fewer launches than 2020. There was a motion to carry on the lease on a month-to-month basis through March 31. It would give the port time to explore options for the property. After March 31, if no decision is made, we agreed to committing through September at \$1 per launch. At that point we would then reevaluate our options again. This buys both organizations more time. Mr. Zgonc moved to approve the committee's recommendation. Second by Mr. Sommers. Motion carried.
2. 2022 Independence Day Fireworks Display: Mr. Zellers said we received two good proposals that were very similar. We've worked with American Fireworks for a number of years and have been very pleased. Rozzi Fireworks did a nice job in Lorain on Labor Day weekend, but they were a little late turning in their proposal. The committee recommended accepting American Fireworks for one more year. Neither proposal mentioned a multi-year deal.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO A CONTRACT WITH AMERICAN FIREWORKS FOR PROVISION OF PROFESSIONAL PYROTECHNICAL SERVICES FOR THE JULY 4, 2022, FIREWORKS DISPLAY.

Mr. Veard moved to approve Resolution No. 2021-33. Second by Mr. Zgonc. Roll call vote as follows:

Ayes: 7 Nays: 0 Abstain: 0 Resolution Passed

3. Jet Express Agreement: Mr. Zellers said our agreement with the Jet Express continues through 2028. In the past we have had issues with how often the Jet comes to Lorain, so Mr. Brown and Ms. McClelland negotiated a verbal commitment with them. The committee recommended at least eight trips per year in Lorain, mutually agreed upon by both organizations, through 2028. He recommended approval by the full board. Mr. Brown said he will reach out to the Jet Express tomorrow to confirm. Mr. Zgonc moved to approve the committee's recommendation. Second by Mr. Zellers. Motion approved.
4. 2022 Lighthouse Tour Agreement: Mr. Zellers said the Lighthouse Foundation had a great year in 2021. They want the same agreement as last year for 2022. The committee recommended full board approval. Mr. Mullins asked if we are making enough to reinvest into the shuttle boat program? Mr. Brown said yes. We'd be close to even without the Water Taxi, and we've gotten the boats to a healthy place.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE LORAIN LIGHTHOUSE FOUNDATION, INC. REGARDING THE PROVISION OF THE 2022 SHUTTLE BOAT SERVICE TO THE LORAIN LIGHTHOUSE.

Mr. Scott moved to approve Resolution No. 2021-34. Second by Mr. Kuznir. Roll call vote as follows:

Ayes: 7 Nays: 0 Abstain: 0 Resolution Passed

5. 2022 Litter Control Agreement: Mr. Zellers said the recommendation is to continue the partnership with Murray Ridge Production Center. Their pricing has been very consistent. This year we're increasing service in May and September, which resulted in price increase for 2022. The committee recommended approving the contract which will be \$11,840.

Mr. Mullins presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HIS DESIGNEE TO ENTER INTO A CONTRACTUAL AGREEMENT WITH THE MURRAY RIDGE PRODUCTION CENTER, INC. FOR THE GENERAL CLEAN-UP OF LITTER AND DEBRIS GROUNDS SERVICES FOR PROPERTIES OWNED BY THE LORAIN PORT AUTHORITY.

Mr. Veard moved to approve Resolution No. 2021-35. Second by Mr. Kuszniir. Roll call vote as follows:

Ayes: 7 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. Mrs. Leyva-Smith said Mr. Nielsen wants to have a committee meeting at 6 or 6 p.m. on January 11, 2022.

D. Financial Planning and Audit Committee

1. Audit Announcement: Mr. Kuszniir said the most recent audit results were released. Mrs. Smith said we had the best audit we could. It was uploaded today to the federal audit clearing house and sent to the board in an email. Mr. Mullins congratulated Mrs. Smith on a job well done.
2. October 2021 Financial Statement: Mr. Kuszniir said he met with Mrs. Smith last month to review October financials. He recommended board approval. Mr. Scott moved to approve. Second by Mr. Sommers. Motion carried.
3. November 2021 Financial Statement: Mr. Kuszniir said he reviewed November financials today. He recommended board approval. Mr. Zellers moved to approve. Second by Mr. Veard. Motion carried.

4. Budget Amendment: Mr. Kusznr said a joint meeting of the Financial Planning & Audit and Bylaws & Personnel Committees was held last month. He said Mrs. Smith will summarize the changes. Mrs. Smith said the staff goes through the budget line item by line item to see if we're on target. We increased revenues and decreased expenditures. During the joint meeting, an additional revenue of \$12,000 was added.

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. Kusznr moved to approve Resolution No. 2021-36. Second by Mr. Zellers. Roll call vote as follows:

Ayes: 7 Nays: 0 Abstain: 0 Resolution Passed

5. Marine Patrol Year-End Expense Report: Mrs. Smith said this was sent to the state. We spent everything we were given. Of the match, almost everything was given to us by city police or fuel or oasis for the dock. That's all in-kind rather than actual dollars going out.

E. Bylaws and Personnel Committee

1. 2022 Employee Compensation: Mr. Sommers said there was a joint meeting with the financial committee November 30. The committee recommended a 5% increase for staff and two additional holidays. This would include updating the personnel policies to include the holidays. He said the committee also reviewed our legal counsel's hourly rate and moved to increase it by \$10 to \$135 per hour. Mr. Zellers asked which holidays staff picked? Mr. Brown said it will be Columbus Day and Juneteenth. Mr. Somers moved to approve. Second by Mr. Veard. Motion carried.

VI. Other Business

- A. Mr. Brown thanked the staff and board for a great year.

VII. Public Comment

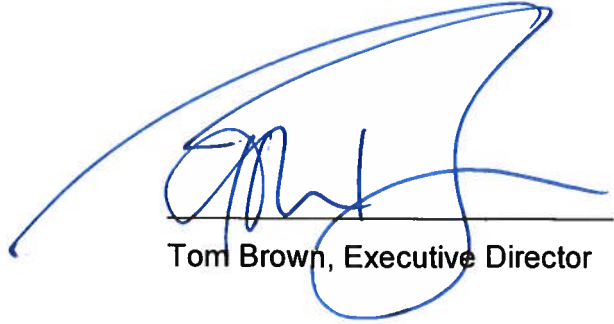
- A. None.

VIII. Adjournment

A. There being no further business to come before the board, Mr. Veard moved to adjourn. Mr. Zellers seconded. Meeting adjourned at 8:08 p.m.



Brad Mullins, Chairman



Tom Brown, Executive Director