

Lorain Port and Finance Authority
Board of Directors
Regular Meeting
Port Office
Tuesday, June 13, 2023, at 7:00 p.m.

Board of Directors: Ms. Bonilla; Messrs. Mullins, Nielsen, Veard, Zellers and Zgonc (6)

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

Guests: None

I. Roll Call

A. The meeting was called to order at 7:05 p.m. by Chairman Brad Mullins with roll call indicating a quorum present.

II. Pledge of Allegiance

III. Disposition of Meeting Minutes

A. May 9, 2023, Regular Board Meeting: Mrs. Leyva-Smith said there were no corrections. Mr. Nielsen moved to approve the meeting minutes. Second by Mr. Veard. Motion carried.

IV. Report of Officers

A. Chairman

1. Correspondence received:

a. Lorain County Labor Agency \$500 Stage Project Donation: Mr. Brown said Mr. John Gallo came in with their event application and then offered \$500 to our stage project. We expressed our gratitude.

B. Executive Director

1. Drone Policy: Mr. Brown said we've been operating under FAA guidelines. At the second Rockin' on the River show, we had someone flying low and illegally. He showboated on social media asking us to hire him. He never called despite Mr. Brown's request to speak to him. Mr. Chris Haynes is

licensed and reached out to FAA for us. We engaged the police department and Lieutenant Thompson was just trained in drones and was ready to go if needed. We came up with a drone policy to adopt. Drone users must receive prior written permission from the director. When we have Wish You Were Here, we have 6-8 drones all over the site. It's hard to track them all. Any policy is tough to enforce at times, but it's easier if we see where it came from. We're going to invest in signs and put them on the cigarette butt posts. Enforcement might be tough depending on the officer or drone flyer, but we're going to do our best. They do not want you to try to capture the drone. Mr. Nielsen said we have a policy that says we don't allow drones without written permission. Without having a policy, are we more exposed? Mr. Brosky said we could have issues if we didn't enforce it properly. Last year there was a guy at BrewFest flying at eye level. Mr. Brosky said just because we don't have a policy doesn't mean we're liable. Mr. Nielsen said he thinks we need the policy. Mr. Mullins said he thinks we need it, too. Mr. Brown said we can change the policy if needed as we go along. We will post on the website and install signs on the site. Another option is a no fly zone during the summer months, but we would have to do a lot. Mr. Zellers moved to adopt the official drone policy. Second by Mr. Veard. Motion carried. Two minor changes, spelling error, for events, and written permission during events.

2. Mile Marker 00 Ribbon Cutting Wed., June 21st at 11:00 a.m.: Mr. Brown said the Mile-Marker Bike Trail Station is predominately done. We're waiting on grass to grow. The city did a project other there recently, so we'll clean it up a bit. ODOT is excited and so is the Lorain County Metro Parks. We'll send out invites. Mr. Brown said it has been well received and turned out nice.
3. Lorain International Festival June 23-25, 2023: Mr. Brown said this is the last full weekend in June. The organizers have been sort of quiet this year, great crowds last year. Come on down and support.
4. Independence Day Fireworks Display: Tues., July 4, 2023, at 10:00 p.m.: Mr. Brown said we're getting a lot of calls about the display. A bathroom attendant will be at Black River Landing. Mr. Brown will be roaming the sites.

C. Assistant Director

1. Request for Proposals Update: Ms. McClelland said we have interviews scheduled for tomorrow with all of the firms who submitted. Mr. Zellers and Mr. Mullins will be involved. They will start at 9 am.

V. Report of Committees

A. Contract Management Committee

1. Presentation by Stacy Caddy: Mr. Zellers said we had a committee meeting before the regular meeting. A philanthropic consultant gave her presentation. Her name is Stacy Caddy. She's very interested in taking on the stage project. The committee felt more comfortable with Ms. Caddy than In Bloom. She would go out and talk to people based on a list of potential donors we provide. For four months, it will be a flat \$25,000 for the feasibility study. We would then do the heavy lifting to reached out to those who expressed interest. It would be \$3-6,000 per month. Committee recommended to the full board hiring Stacy Caddy.

B. Strategic Development Plan Committee

1. Mr. Zgonc said they met on May 24. It was decided to have the interviews as Ms. McClelland mentioned earlier.

C. Marketing and Public Affairs Committee

1. Mr. Nielsen said he had no report.

D. Financial Planning and Audit Committee

1. March 2023 Financial Statement: Ms. Bonilla said she met with Mrs. Smith and reviewed everything and completed a mini audit for April and May. Everything in order. Motion to approve Zellers. Second Veard. Motion carried.
2. April 2023 Financial Statement: Mr. Zellers moved to approve. Second by Mr. Zgonc. Motion carried.
3. May 2023 Financial Statement: Mr. Zellers moved to approve. Second by Mr. Veard. Motion carried.

E. Bylaws and Personnel Committee

1. Mrs. Silva Arredondo was absent and there was no report.

VI. Other Business

- A. Bockin' on the River:** The date is September 30. Mr. Brown said we're working on T-shirts and steins. We're planning a small Oktoberfest to see how it goes.
- B.** Mr. Zgonc asked about the Ukrainian flag and it being taken down. Mr. Brown said it was tattered and worn out. We could get another to replace it.
- C.** Mr. Brown said Jeremy Gornall is our summer intern.

VII. Public Comment

- A.** None.

VIII. Adjournment

- A.** There being no further business to come before the board, Mr. Veard moved to adjourn. Ms. Bonilla seconded. The meeting adjourned at 7:34 p.m.

Brad Mullins, Chairman

Tom Brown, Executive Director