

**Lorain Port and Finance Authority**  
**Board of Directors**  
**Regular Meeting**  
**Port Office**  
**Tuesday, May 13, 2025, at 6:00 p.m.**

**Board of Directors:** Mrs. Kiraly & Silva Arredondo; Messrs. Mullins, Scott,  
Simmons, Veard, Zellers and Zgonc (8)

**Staff:** Tiffany McClelland, Executive Director  
Tom Brown, Operations Director  
Yvonne Smith, Accountant  
Kelsey Leyva Smith, Office Manager  
Mike Brosky, Esq., Attorney

**Guests:** Travis Dunlap, Lorain Metropolitan Housing Authority (LMHA)

**I. Roll Call**

**A.** The meeting was called to order at 6:00 p.m. by Chairman Brad Mullins with roll call indicating a quorum present.

**II. Pledge of Allegiance**

**III. Disposition of Meeting Minutes**

**A.** April 15, 2025, Regular Board Meeting Minutes: Mrs. Leyva Smith said she corrected a couple of typos on Page 7. Mrs. Silva Arredondo moved to approve. Second by Mr. Simmons. Motion carried.

**IV. Report of Officers**

**A. Chairman**

**1.** Correspondence received:

**a.** Appointment of Jacqueline Jakacki: Mr. Mullins said she wasn't able to attend but he called and congratulated her. She'll be in next month.

**b.** Lorain County Organized Labor Certificate of Appreciation: Mrs. McClelland said it was in the board packet.

**2.** Tamika Bonilla Commendation:

Mr. Mullins presented:

**A RESOLUTION COMMENDING TAMIKA BONILLA FOR HER OUTSTANDING SERVICE, DEDICATION AND COMMITMENT TO THE LORAIN PORT AND FINANCE AUTHORITY.**

Mr. Veard moved to approve Resolution No. 2025-11. Second by Mr. Zgonc. Roll call vote as follows:

**Ayes 8**

**Nays: 0**

**Abstain: 0**

**Resolution Passed**

**B. Executive Director Report**

1. Mrs. McClelland said a representative from the Lorian Metropolitan Housing Authority is joining us for a quick presentation regarding a donation and purchase agreement for two park parcels. She said we're excited to get involved in helping facilitate a \$120 million investment in Lorain.
2. Mrs. McClelland said staff is busy getting Black River Landing ready. We're T-minus 10 days out from our first Rockin' on the River concert.
3. Mrs. McClelland said the agenda includes a few housekeeping items to establish policy and procedure for everything we're doing. We'll be talking about event staff later to set the rate for the crew that picks up trash on the site during events. We're also requesting a slight change to the independent contract agreement for event staff. We will not be guaranteeing a minimum on inclement weather days. Workers will be paid for hours worked. A nonprofit server agreement is also on the agenda to clearly outline compensation for their services. Our interns start after Memorial Day. We've continued to move forward on amphitheater. Whiting Turner is rebidding everything. We have not closed on bond issuance yet, but we are working through the final steps. Later on the agenda is a request for the contribution amount to the bond issuance for \$500,000. We're working out how much will be in the debt service reserve fund. They originally calculated one full year of our payment to be in the reserve, which is just shy of \$400,000. They have agreed to amend that to half or \$100,000. Mr. Mullins asked if it would be an interest-bearing account? Mrs. McClelland said she would ask.

### **C. Operations Director Report**

1. Mr. Brown said taking Rockin' on the River from a private business to a public entity is a lot of work. Sound equipment is being installed today. It will look a little different than it has in the past, but it means less labor and truck traffic. He have plenty of employees and nonprofits, we're just in the final rush to the finish line. We're excited. We had never advertised in La Prensa before, but we are now for the Salena tribute show on May 31 as the first BRL Event. We will be growing that brand as the season goes on.

### **V. Report of Committees**

#### **A. Contract Management Committee**

1. Property Donation Acceptance: Mrs. McClelland said property donation acceptance and real estate purchase agreement go together. This is similar to what we've done in the past to get government-owned property to a private developer for a redevelopment project. We are asking for acceptance of these two documents with legal approval. In principle, we agree but minor edits are needed. City council approved the donation agreement at their meeting on Monday. We will not take possession of the parcels until the end user is ready to use them. Mr. Travis Dunlap is here to present. He is a senior development officer at LMHA. There are two park parcels located in the center of two housing developments. They plan to do substantial rehab on the housing and parks. The two communities are Levitt Homes and Westview Terrace with a total of 353 units. West Gate Apartments are part of it, too. Mr. Dunlap said HUD is requiring the parks to be owned by LHMA before they provide funding. The parks re currently owned by the City of Lorain. LMHA is going to get tax credits and estimate the project will be \$140 million. He said he is also asking for a waiver of the purchase price. LMHA wants to partner with the port authority on the project through a capital lease agreement. Mr. Mullins asked who owns the property? Mr. Dunlap said LMHA owns the housing around the city-owned parks and LMHA will continue to manage it. Mr. Zellers asked about the partnership. Mr. Dunlap said tax credits allow LMHA to accept funds from outside investors. They also have an FHA loan attached to it. Mr.

Zellers clarified the city only owns the parks. Mr. Dunlap said yes, and HUD won't let them put any money in until they own it. Mrs. McClelland said the purchase price is our fee for these type of transactions. Mr. Zellers clarified that Mr. Dunlap wants the port to donate property and waive our fee. Mr. Dunlap said yes. Mrs. McClelland suggested the port's fee being added in the capital lease agreement. Mr. Dunlap said he was open to that. Mr. Mullins asked what the cost is to us if we just donate. Mrs. McClelland said time for herself and Mr. Brosky, and possibly the title. Mr. Veard asked what the fee would be? Mrs. McClelland said usually \$10,000. The construction finance is a percentage of the total project. Mr. Veard thinks they can afford our fee. Mr. Zgonc asked how long the project has been in the works. Mr. Dunlap said he's only been involved for a month and a half. Mrs. McClelland said she's been discussing construction finance with them for all of six months. Mr. Scott asked about when we would receive compensation and about how much would it be. Mrs. McClelland said it wouldn't be until next year. The deposit is \$25,000 for legal counsel and underwriting. As long as the project closes, we'll get \$250,000 with all costs included. From that we'll pay bond counsel and our financial advisor so we'll net about \$150,000. Mr. Zellers said he would like something in writing so if the financing doesn't work out, we still have get our \$10,000 fee. Mrs. McClelland suggested putting it in the construction finance term sheet. The deposit could be \$35,000 instead of \$25,000. Mr. Brosky said that's an easier way to handle it. Mrs. Kiraly abstained due to the appearance of a conflict of interest.

Mr. Mullins presented:

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LORAIN PORT  
AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR OR HER DESIGNEE TO  
ENTER INTO AN AGREEMENT WITH THE CITY OF LORAIN, OHIO TO ACCEPT  
PROPERTY SUBJECT TO LEGAL COUNSEL REVIEW.**

Mr. Zellers moved to approve Resolution 2025-12. Second by Mr. Scott. Roll call vote as follows:

**Ayes: 7**

**Nays: 0**

**Abstain: 1**

**Resolution Passed**

2. Real Estate Purchase Agreement: Mrs. McClelland said this had a purchase price of \$10,000. It needs to change to \$1. Mrs. Kiraly abstained due to the appearance of a conflict of interest.

Mr. Mullins presented:

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LORAIN PORT AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR OR HER DESIGNEE TO ENTER INTO A REAL ESTATE PURCHASE AGREEMENT WITH LORAIN METROPOLITAN HOUSING AUTHORITY (LMHA), SUBJECT TO LEGAL COUNSEL APPROVAL AND THE AMENED PURCHASE PRICE OF \$1.**

Mrs. Silva Arredondo moved to approve Resolution No. 2025-13. Second by Mr. Zellers.  
Roll call vote as follows:

**Ayes: 6                      Nays: 1                      Abstain: 1                      Resolution Passed**

3. Event Staff Independent Contractor pay rate: Mr. Brown said there is a three-person trash removal crew. They are here from 5p-1a and do a phenomenal job. He previously requested a rate of \$25 per hour. For the trash crew, he wants a motion to approve a flat rate of \$250 per person per event. Mr. Mullins asked if that was the rate before. Mr. Brown said yes. Mrs. McClelland said they are independent contractors. There is a clause for inclement weather, so they'll only be paid for the time they work. Mr. Brown said the bathroom attendants would also need to be included in the motion. It's four people and it is imperative to have this service. Without them, we have huge repair bills. Their per event rate is \$435 split among four people (supervisor and three employees). Mr. Scott asked what the backup plan is if they don't show up? Mr. Brown said he would assign the job to another independent contractor and their pay rate would be bumped for that night. Mr. Scott moved to approve. Second by Mr. Veard. Motion carried.
4. Nonprofit Server Agreement: Mr. Brown said the structure in the past with the liquor license was the nonprofit would pay for the liquor license and Mr. Bob Earley would give them a portion of the alcohol sales as a fundraiser. We own the liquor license now. We'll train the 20 workers the nonprofit brings and

they'll work for about 6 hours. We came up with a flat rate. They also keep all tips. Mr. Brown said he thinks if it's a rainout, \$1,000 would be fair. He's open to board suggestion. Mr. Mullins said his concern would be if we have a tough season. He recommended Mr. Brown use his discretion based on the circumstances. Mr. Zellers said he doesn't disagree, but he thinks setting a minimum is a good idea. Mrs. McClelland said the agreement as written is \$2,000 for a normal night and if it's cancelled, then its \$1,000. Mr. Mullins suggested \$500 as the minimum. Mr. Zellers said if \$500 is minimum, let's make \$2,000 the maximum. Mr. Scott said he gets \$2,000 as the maximum. He's not opposed to \$500 if a show gets cancelled. Mr. Mullins moved to pay \$500 for a rainout, if they work the entire show the maximum would be \$2,000. Second by Mr. Zellers. Motion carried with one no. Mr. Zgonc moved to increase minimum to \$750. Motion failed.

5. Somers Insurance Coverage Amendment: Mrs. McClelland said we started talking about this last month. We're adding special event liability, liquor liability crime coverage and vehicle coverage for the golf carts and box truck, too. It's taking our insurance total up to \$81,959.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING PAYMENT TO SOMERS AGENCY, LLC, FOR INSURANCE COVERAGE POLICIES FOR THE AGENCY.**

Mrs. Kiraly moved to approve Resolution No. 2025-14. Second by Mr. Veard. Roll call vote as follows:

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

6. Leadership Lorain County Interns MOU: Mrs. Leyva Smith said she and Mr. Brown interviewed several great candidates. Both have found good fits for the office and Rockin' on the River. The hourly rate is \$12.50. Each will be working about 30 hours a week. Mr. Mullins asked if we were receiving any financial assistance for the interns' salaries. Mrs. Leyva Smith said Leadership Lorain County covers half of one intern's salary. We are responsible for the full salary of the second intern.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HER DESIGNEE TO ENTER INTO AN AGREEMENT WITH LEADERSHIP LORAIN COUNTY IN REGARD TO SUMMER INTERN STAFFING.**

Mr. Zellers moved to approve Resolution No. 2025-15. Second by Mrs. Silva Arredondo.

Roll call vote as follows:

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

7. License Agreement and Permit: Mrs. McClelland said this is not finalized, but this agreement is in coordination with the City of Lorain doing the pathway to connect to Black River Landing. The work was supposed to happen in the fall but that got pushed up to June. We will allow them to construct the pathway and add a gate but we will have the maintenance and management responsibility because we want control to close the gate for events. It will not be a gate for admission during events. Mrs. Silva Arredondo asked where? Mrs. McClelland said it will be to the left of the driveway going under the bridge. They're also cutting out a piece of our black fence and adding a gate. Mr. Mullins asked if this would affect parking. Mrs. McClelland said no.

Mr. Mullins presented:

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LORAIN PORT AUTHORITY AUTHORIZING THE EXECUTIVE DIRECTOR OR HER DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE CITY OF LORAIN, OHIO TO INSTALL, CONSTRUCT AND MAINTAIN A WALKWAY BETWEEN CITY AND PORT OWNED PROPERTY, SUBJECT TO LEGAL COUNSEL APPROVAL.**

Mr. Veard moved to approve Resolution No. 2025-16. Second by Mrs. Kiraly. Roll call vote as follows:

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

**B. Strategic Development Plan Committee**

1. Sunday Alcohol Sales Intent to Proceed: Mr. Brown said when we started applying for a liquor license, we thought we were in a wet zone. We later

learned we are in a dry zone. This resolution would be for us to get on the ballot in November. It's a yes or no to Sunday sales. We'll have to go out and get 150 signatures. By August, we have to submit the signatures to the Lorain County Board of Elections and would then be on the November ballot. If it passes, next season we could do Sunday sales. It's \$500 for the Sunday sales permit, plus election expenses. Mrs. Silva Arredondo asked if Mr. Brown thought it was worth it? Mr. Brown said yes.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OR HER DESIGNEE TO PROCEED WITH ALL NECESSARY STEPS TO BE PLACED UPON THE NOVEMBER 4TH, 2025 GENERAL ELECTION BALLOT FOR APPROVAL OF SUNDAY LIQUOR SALES AT 421 BLACK RIVER LANE (BLACK RIVER LANDING) IN ACCORDANCE WITH THE LORAIN COUNTY BOARD OF ELECTIONS AND THE STATE OF OHIO DEPARTMENT OF LIQUOR CONTROL REQUIREMENTS.**

Mr. Veard moved to approve Resolution No. 2025-17. Second by Mr. Zgonc. Roll call vote as follows:

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

**C. Marketing and Public Affairs Committee**

1. Property Marketing Materials: Mrs. McClelland said she passed out two one page documents for the trade show to start marketing properties we have for development. We're starting to change the image of how we portray these properties. They include important information for developers. If any edits are wanted, let her know. The south end of Black River Landing is being called Black River Commons. The purchase price of \$75,000 per acre at both properties. The other document is market guide for Lorain. The City of Lorain is also attending the trade show.

**D. Financial Planning and Audit Committee**

1. Payment to Bond Issuance Trustee: Mrs. McClelland said the sources and uses document outlines the bond issuance and payments. Our contribution



amount isn't going to change. Ultimately, we'll get about \$5.2 million based on how the numbers shake out.

Mr. Mullins presented:

**A RESOLUTION AUTHORIZING PAYMENT OF BOND CONTRIBUTIONS TO THE BOND ISSUANCE TRUSTEE.**

Mrs. Silva Arredondo moved to approve Resolution No. 2025-18. Second by Mrs. Kiraly. Roll call vote as follows:

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

2. April 2025 Financial Report: Mr. Scott said he met with Mrs. Smith yesterday. Her due diligence is amazing. All records show well and accounted for. He appreciates her work and described it as efficient, effective and transparent. Mr. Scott moved to approve. Second by Mr. Mullins. Motion carried.
3. Budget Amendment: Mrs. Smith said we had minor housekeeping things in the general fund. Largest change was the bond issuance of \$500,000. Donations and contributions was upped to \$60,000.

Mr. Mullins presented:

**A RESOLUTION RATIFYING EXPENDITURES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO REVISE THE 2025 OPERATING BUDGET, TRANSFER AND APPROPRIATE FUNDS AND REQUEST AN AMENDED CERTIFICATE OF ESTIMATED RESOURCES FROM THE COUNTY AUDITOR.**

Mr. Scott moved to approve Resolution No. 2025-19. Second by Mr. Zellers. Roll call vote as follows:

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

4. Then & Now Purchase Orders: Mrs. Smith said she provided a list. Mr. Zgonc asked who? Mr. Brown said they're related to the concert series.

Mr. Mullins presented:

**A RESOLUTION TO APPROVE APPROPRIATIONS (THEN AND NOW CERTIFICATE) FOR THE LORAIN PORT AUTHORITY.**

Mr. Zellers moved to approve Resolution No. 2025-20. Second by Mr. Scott. Roll call vote as follows:

**Ayes: 8**

**Nays: 0**

**Abstain: 0**

**Resolution Passed**

**E. Bylaws and Personnel Committee**

1. Mrs. Silva Arredondo said she had no report.

**VI. Other Business**


- A. Reminder: Property Tour Wednesday, May 28, 2025, from 5-7p
- B. Save the Date: Rockin on the River Pour Night Friday, August 1, 2025
- C. Mr. Zgonc said the Oasis Marians gate is down. Mrs. McClelland said a truck completely took out the gate accidentally. He self-reported and called police. We have been dealing with his insurance and repair is underway.
- D. Mr. Zgonc asked about Trent's Joint and the boardwalk. What happens if there is a catastrophe and someone falls in. Are we covered for that? Trent's is required to have insurance and we also have insurance for that. Mr. Mullins said Mr. Neal is asking for a gate, based on the hours of operation. Mrs. McClelland said the gate at Oasis was a significant investment, and the park isn't owned by us. We'd have to look into our lease with the city. Mr. Zgonc asked Mrs. McClelland to get a ballpark figure to fix the boardwalk. Mr. Mullins said he thinks Mr. Neal will be more willing to do it himself after he opens.

**VII. Public Comment**

- A. None.

**VIII. Adjournment**

- A. There being no further business to come before the board, Mr. Veard moved to adjourn. Mr. Scott seconded. The meeting adjourned at 7:33 p.m.

  
Brad Mullins (Jun 11, 2025 16:52 EDT)

Brad Mullins, Chairman



Tiffany McClelland, Executive Director









# Minutes\_05.13.25 Regular

Final Audit Report

2025-06-11

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