

# **Lorain Port and Finance Authority**

## **Board of Directors**

### **Regular Meeting**

#### **Port Office**

**Tuesday, June 10, 2025, at 6:00 p.m.**

**Board of Directors:** Ms. Jakacki; Mrs. Kiraly & Silva Arredondo; Messrs. Mullins, Scott, Simmons, Veard, Zellers and Zgonc (9)

**Staff:** Tiffany McClelland, Executive Director  
Tom Brown, Operations Director  
Yvonne Smith, Accountant  
Kelsey Leyva Smith, Office Manager

**Guests:** None

#### **I. Roll Call**

**A.** The meeting was called to order at 6:02 p.m. by Chairman Brad Mullins with roll call indicating a quorum present.

#### **II. Pledge of Allegiance**

#### **III. Disposition of Meeting Minutes**

**A. May 13, 2025, Regular Board Meeting Minutes:** Mrs. Leyva Smith said she corrected a typo on page nine of the meeting minutes (page 11 of board packet). Mr. Veard moved to approve the minutes. Second by Mr. Zgonc. Motion carried.

**B. May 19, 2025 Special Board Meeting:** Mrs. Kiraly moved to approve the minutes. Second by Mr. Simmons. Motion carried.

#### **IV. Report of Officers**

##### **A. Chairman**

##### **1. Correspondence received:**

**a.** Mrs. McClelland said we received one item related to the consent to mortgage from ODNR for the marina property. They have agreed to allow the consent to mortgage because it's submerged land.

## **B. Executive Director Report**

1. Mrs. McClelland said thanks to those who were able to attend the special call meeting. She appreciates everyone making time. We ran into issues trying to work with Fifth Third Bank but thankfully First Federal of Lakewood has been excellent. We were up and running with credit card machines by opening day of Rockin' on the River.
2. Mrs. McClelland said she also appreciates those who attended the site walk through. It will help with making decisions at the various sites for the 2026 budget cycle. A Financial Planning & Audit Committee Meeting is planned for July 1 to go over the 2026 temporary budget which must be submitted in July. She said to start thinking about what to prioritize.
3. Mrs. McClelland said the city is in the process of connecting Black River Landing to the finger piers. The sidewalk was poured. The gate will be installed soon.
4. Mrs. McClelland said the gate Oasis Marinas that was struck by a vehicle is back up and operating. It closes at 10p to maintain for control and cleanliness at the site.
5. Trent's Joint had soft opening on Monday night. Mrs. McClelland said it was a fantastic ribbon cutting and they are now open seven days a week. They are excited to be there and to be open.
6. Our Leadership Lorain County Interns started about two weeks ago. One is working in the office and the second intern is working with Tom.
7. Mrs. McClelland said amphitheater bond information went out in the board packet and she wants to make sure everyone understands the data. The main items are the sources and use and the debt service schedule. For sources and uses, it is a \$5 million issuance. Our contribution was \$500,000. The total project amount is \$5.5 million. Out of that you'll see the uses of the funds. The dollars available for construction is \$5,163,000 million. The rest is fees and debt service reserve. They initially wanted \$400,000 in debt service reserve and agreed to move it down to \$100,000. Usually, they want one year of debt service. If you look at the amortization schedule, we start paying in

2026 and it's just shy of \$400,000 each year for 20 years. Mr. Scott asked if there was a pre-payment penalty. Mrs. McClelland said we have to pay for 7 years before we can pay it off early. We still have just shy of \$600,000 in the construction fund in our bank. We still have the \$900,000 coming in from the city, and commitments of about \$925,000 from philanthropy and the Lorain County Visitors Bureau coming in over the next 3 years. Currently, we have about \$7.5 million with some of that being committed to architect and construction manager at risk for preconstruction, so we have about \$7.1 million for construction. We're still working on the fundraising effort and have had productive meetings. We're waiting to hear back on a grant we submitted. As of right now, \$3 million is still the goal.

8. Mrs. McClelland said budget is the big conversation for tonight. There is a big ask to move up our budget numbers. Mr. Brown will go over most of it. We've had an increase in events which has increased costs. ROTR was based on 18-20 events. We're doing 26 this year between ROTR and BRL Events. We also need a temporary employee and have done a couple financial deals.
9. Mrs. McClelland said the State of Ohio is finishing its budget. The Senate has proposed changes to port authority law. It would affect us. They are proposing a change to sales tax exemptions. They wrote into the legislation that every port authority would need approval from its board and the county commissioners. It would add an extra step in our process. We have a good relationship with the county commissioners, however, anything to add time and delay to the projects isn't a good thing. There are lots of port authorities advocating against it and there is a possibility it can be taken out by the governor with his veto power.
10. Mrs. McClelland said the job description we posted for the manager of project management has led to a few applicants but we haven't found the right fit. She spoke to Mrs. Silva Arredondo and Mr. Mullins about making an adjustment. She wants authorization to amend the job description or title. Some feedback she has received is that the job description is a little intimidating and the title isn't the best reflection of the job. The hope is to

make adjustments and get better candidates. Mr. Mullins said jobs are word association. He thinks it's important to adjust. Mrs. McClelland said she also wants to list a cap salary amount. Mr. Scott moved to allow Mrs. McClelland to make the necessary adjustments. Second by Mrs. Silva Arredondo. Motion carried.

## **V. Report of Committees**

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

1. Mr. Zellers said with the stage, there was a Zoom call with Whiting Turner our construction manager. They laid out the rest of the preconstruction schedule. The rebid started yesterday and bids will come back on the 23<sup>rd</sup>. Anyone who wants to participate in reviewing the different proposals is welcome to do so. Mr. Zellers said alternatives were discussed. We don't currently have money for the green room. Hopefully through pledges we can start the green room but that's up in the air. There is a whole list of other alternates. We feel very confident we have the money in place to build the stage. He has the list of different alternates if anyone is interested. He also has a list of subcontractors who were selected to submit bids. Preconstruction schedule available, too. We might in July have to vote on approval of long lead items. They're going to be ready by July 11 with the guaranteed maximum price (GMP). Mr. Zellers said he expects at August meeting to approve GMP and get them started on the stage portion of the project. They put in an additional 3% for cost of living, and 5% on top of that for tariffs. Whiting-Turner hasn't seen much impact from the tariffs, but the sooner we can get people under contract the better. He said Mr. Ben Norton said it's important when we ask people for money we say we have full board support. Any pledge is appreciated, regardless of the amount. Mr. Zgonc asked about the green room. Mr. Zellers said we cannot do the green room at this point. If we get additional donations, then that could change. Mr. Zgonc said the original concept for the stage is the same. Mr. Zellers said yes. An alternate on the roof of the stage is the type of metal. What was designed is what the base number will be.

## **B. Strategic Development Plan Committee**

1. Mrs. Kiraly said she wants to request a meeting before the next board meeting at 5:30 p.m.

## **C. Marketing and Public Affairs Committee**

1. Mr. Zgonc said he also wants to request a meeting before the July board meeting at 4:30 p.m.

## **D. Financial Planning and Audit Committee**

1. Budget Amendment: Mr. Scott said the committee didn't meet this month. The committee will meet next month on July 1. Mrs. Smith asked if there were any questions regarding the budget amendment. The biggest item is the stage project. Mr. Scott asked for quick synopsis. Mrs. Smith said with ROTR, we did increase contractual services and supplies and materials. We also increased professional and technical services for river tours to cover captain hours. Regular professional and technical services was also increased to cover a temporary employee. The rest was \$5,163,000 million in the stage fund.

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. 2025-22. Second by Mr. Zellers. Roll call vote as follows:

**Ayes: 9                      Nays: 0                      Abstain: 0                      Resolution Passed**

## **E. Bylaws and Personnel Committee**

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

## **VI. Other Business**

- A. The August regular meeting will be on Tuesday, August 5, 2025, instead of the second Tuesday.

**B. Financial Planning & Audit Committee Meeting Tuesday, July 1, 2025, at 5 p.m.:**

Mrs. McClelland said the discussion will be about the 2026 temporary budget.

Mrs. Smith said we will also have a budget hearing.

**C. Save the Date: Rockin on the River Pour Night Friday, August 1, 2025: Mr.**

Mullins said we need volunteers, which will be board members, friends and family. We need at least 20 people. Mrs. McClelland said if you are available or bringing someone, please email her to confirm. Proceeds go to the levy fund.

**D. Mr. Brown said the first ROTR concert night on May 23 was 52 degrees with wind. We did okay that night. Just shy of breaking even. The second night was worse. It was 52 degrees with rain. The Selena Show, our first BRL Event, was well received, but also 52 and windy. Those who attended loved the show. It wasn't a financial winner but was a good event. The good news is this past weekend was low 70s. We had new bands that catered to a younger audience and gave great performances. People were truly excited about that. On Saturday, the country show had good attendance. With four ROTR shows, we're just about even. Some of our best shows are yet to come, such as Wish You Were Here, Escape, Eagles, Queen Nation, Fleetwood Mac, Bob Seger, so lots of heavy hitters coming up. Hopefully the weather stabilizes. Mr. Mullins said people loved the Linkin Park band In the End and they were phenomenal. Mr. Brown thinks we're starting to hit our stride.**

**E. Mr. Simmons asked for a Sweet Pork Wilson's update. Mrs. McClelland said it's still under construction. They're working through a snag with their contractor.**

They're hoping for a soft opening in 15 days and want to be open by July 4.

**VII. Public Comment**

**A. None.**

**VIII. Executive Session: Property Disposition**

**A. Mr. Zgonc moved to enter executive session. Second by Mr. Veard. Roll call vote as follows:**

**Ayes: 9**

**Nays: 0**

**Abstain: 0**

**Motion Carried**

Mr. Scott moved to exit executive session. Second by Mr. Zgonc. Motion carried.

**IX. Adjournment**

- A. There being no further business to come before the board, Mr. Veard moved to adjourn. Mr. Scott seconded. The meeting adjourned at 7:32 p.m.



Brad Mullins (Jul 9, 2025 11:37 EDT)

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Brad Mullins, Chairman



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Tiffany McClelland, Executive Director









# Minutes\_06.10.25 Regular

Final Audit Report

2025-07-09

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