

**LORAIN PORT AUTHORITY
Board of Directors
Regular Board Meeting
June 11, 2013**

Board of Directors: Ms. Carr, Mrs. Cook, Mrs. Noland; Messrs. Brown, Davila, Mullins, Nielsen, Sommers and Williamson, Jr.

Staff: Richard M. Novak, Executive Director
Yvonne Smith, Accountant
Ralph Bruening, Events Coordinator/Facilities Manager

Guests: Rick Payerchin (7:01), Morning Journal

1. **Roll Call.** The meeting was called to order at 7:00 p.m. by Chairman, Carl Nielsen with roll call indicating a quorum present.
2. **Disposition of Meeting Minutes:** Disposition of May 14, 2013 Regular Board Meeting Minutes were presented for approval. Motion by Mr. Mullins to accept. Support by Mr. Sommers. Motion carried.
3. **Report of Officers**

A. Chairman.

1. Correspondence received. Lorain International Festival Association Fee.

Mr. Novak took the floor and explained that our concern with the Lorain International is the amount of electricity that is consumed during their event. The Agency has asked that the International Festival Association pay for their use of electricity during their event. The meter will be read prior to the event and after. They have agreed to that arrangement. The amount of electricity is approximately \$1,000.00. Mr. Nielsen made a motion to waive the rental fee. Motion by Mr. Sommers to accept. Support by Mr. Mullins. Motion carried.

B. Executive Director.

Mr. Novak stated that the Brownfield Projects are moving forward. The Environmental Assessment has been completed for the Carnegie Library. Also, the Phase I has been completed for the sign that is to be by the Health and Family Dentistry. This one will need to go to Phase II due to the fact that there are petroleum related items (an underground storage tank has previously been removed from the site). One of the target areas being focused on was the 28th

Street area. Mr. Novak stated that he spent an afternoon canvassing the property owners to let them know about our program.

4. Report of Committees

A. Contract Management Committee.

1. Carnegie Library Agreement. Tabled.

2. Ferry Terminal Building Office Furniture. Discussion was had in the Contract Management Committee concerning the Ferry Terminal Building Office Furniture.

Mr. Nielsen presented:

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH BOBEL'S OFFICE PLUS FOR THE PROVISION OF OFFICE FURNISHINGS FOR THE LORAIN PORT AUTHORITY.

Mr. Mullins made a motion to accept Resolution No. 2013-32. Seconded by Mrs. Cook. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution passed.

3. Ferry Terminal Building, Pier Dock Project Updates. Mr. Bruening stated that the Ferry Terminal Building is progressing very well. All the slabs were poured last week for the building, concession and ticketing offices. Underground work is approximately 95% completed as far as utilities are concerned. Mr. Sommers queried the scrap hole. Mr. Bruening indicated the fixing went well. Mr. Nielsen queried about fiber optics in the building and Mr. Bruening answered Mr. Kramer from CenturyLink did not feel it fit our needs. New paving on the Pier Project is 99% complete. The work is all done, just a few punch list items to complete, just some caulking to do. The pier is open and crowded. The dock project is in the process and is expected to be completed by our deadline of July 17, 2013.

B. Strategic Development Plan Committee – There was no formal Committee Meeting, however, Mr. Bruening informed the Board that a purchase was made of six (6) Fido Doggie Bag Units. Mr. Bruening also discussed with Mr. Fowler at Grumpy's Bait Shop the matter of dog's not being leashed. Mr. Fowler indicated that the people with dogs not on leashes are no longer down there and everybody is doing a good job of leashing their dog.

C. Marketing & Public Affairs Committee – No Report

1. International and Port Fest Events Volunteer Sign-up/Booth. Mr. Bruening invited the Board Members to participate in the International Festival and Port Fest and he is prepared with Volunteer sign-up sheets with schedules. He passed these sheets around to all the Board members to sign-up.
2. Concert Series – Labatt Blue Update. Mr. Bruening informed the Board that the Parrots of the Caribbean concert was postponed from Saturday, June 1, 2013 to Friday, August 16, 2013 due to potentially severe weather. Mr. Bruening has also been researching a ticket sale concert.
3. Follow the Fish Update. A 16 foot Giant Perch Fish was installed at Black River Landing last Thursday near the water. More fish are to be installed near the stage. Mr. Nielsen asked if solar light could be installed to light these sculptures. Mr. Bruening will look into that aspect.
4. Port Survey Update. Mr. Novak informed the Board that a survey was completed through Burges & Burges, which showed that we have very positive community support.
5. Horseshoe Casino Agreement. Mr. Novak stated that this item went to the Contract Management Committee and the Committee recommended that we move forward with this and this is to be subject to legal counsel review. Motion made by Mr. Williamson, Jr. to enter into Agreement. Seconded by Mrs. Noland. Motion carried.
6. Harrison Cultural Community Letter. Mr. Bruening stated that the Harrison Cultural Community Center organized the Juneteenth Celebration in Lorain under the direction of Andre Judson. This is a gospel fest. This non-profit organization paid the security deposit and \$1,000.00 toward the rental fee. They are asking for a \$400.00 fee reduction. This is a first time event here. Mr. Nielsen made a motion to reduce the fee by \$400.00. Seconded by Mr. Davila. Motion carried.
7. 19th Annual Organized Labor Day Family Celebration. Mr. Bruening stated that this is the event that the Union holds. This is the seventh year that they have held this Celebration at Black River Landing. They are requesting a full waiver of any and all rental fees. The Unions have been very good over the years. They run this event with no assistance from us. Mr. Nielsen suggested that we should charge them for usage of electricity they used. Mr. Bruening informed Mr. Nielsen and the Board that they use very little electricity. Mr. Mullins made a motion to waive the rental fee for the Labor Day Fest. Seconded by Mrs. Noland. Mr. Williamson, Jr. abstained from this motion due to appearance of conflict of interest. Motion carried.

D. Financial Planning and Audit Committee.

- 1 – 2. Bank Reconciliation Report for May 2013 and Financial Statement for May 2013. Mr. Davila stated that Mrs. Smith and he were able to meet and review the Bank Reconciliation Report and Financial Statement for May 2013. These both

are in order. Mr. Sommers made a motion to accept the May 2013 Financial Statements. Seconded by Ms. Carr. Motion carried.

3. Then and Now Certificate. Mrs. Smith stated this Certificate is for Burges and Burges. This is the media buy for 2013. It was \$66,500.00.

Mr. Nielsen presented:

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

Mr. Davila made a motion to accept Resolution No. 2013-33. Seconded by Mr. Mullins. Roll call vote as follows:

Ayes: 9 Nays: 0 Abstain: 0 Resolution passed.

E. By-Laws and Personnel Committee – No Report.

7. Other Business

Mr. Mullins asked about Ohio Edison and the towers. Mr. Novak replied that he spoke with Joe Faga and they will start very shortly to begin working to remove the wires and the towers. They are both planned to be down by the end of the year.

Mr. Davila stated that he attended the Hispanic Conference of which the Lorain Port Authority was a Bronze sponsor. He informed many about the concerts we have, the Black River Landing itself, the Jet Express, River Tours and Sunset Evening Cruises. This conference was very well attending and his booth, which included a slide show and poster boards, provided much information on the Port's activities.

8. Adjournment

There being no further business to come before the Board, Mr. Davila made a motion to adjourn. Seconded by Mrs. Noland. Motion carried. The meeting was adjourned at 7:42 p.m.

Carl Nielsen, Chairman

Richard M. Novak, Executive Director