

VERMILION PORT AUTHORITY

October 11, 2018 - 6:30pm @ Vermilion Municipal Complex, 687 Decatur, Vermilion, OH

Roll Call: P. Corogin; R. Strauss; D. Miklos; B. Carrick (late arrival); T. Sommer

Also Present: B. Yancar, PORT OPERATIONS MGR.; F. Loucka, CITY COUNCIL REP.

P. Corogin called the October 11, 2018 meeting to order.

APPROVAL OF MINUTES:

R. Strauss MOVED; D. Miklos seconded to approve the minutes of September 13, 2018. Roll Call Vote 4 YEAS. MOTION CARRIED.

CORRESPONDENCE/OPEN (Audience) DISCUSSION:

P. Corogin announced he was in receipt of correspondence dated September 13, 2018 from Gary Pildner of Rocky River as he was complimenting the Port Authority on the installation of the kayak launching facility on the Vermilion River. He wished there was more facilities like it around Northeast Ohio and thought it was excellent! P. Corogin responded in writing by thanking him for his positive comments and feedback.

FINANCIAL REVIEW:

B. Yancar reported as a financial standpoint they have not closed the month of September, but it's forthcoming soon. He said it appears the Port will end up revenue wise around \$172,000. The ending balance should approximately be around \$28,000 - \$30,000 in addition to that, excluding expenses. The 411 Account should end up with around \$3,000.

Pursuant to the Deposit Recap Sheet, B. Yancar noted this month's deposits which include all marinas and events, miscellaneous revenue and Sandusky Bay rent, contributed another \$26,205.81 bringing the total year-to-date to \$150,740.14. He provided the port members with a deposit log which shows the impact of the duck race and parking. The official gross revenues for the Duck Dash totaled \$11,018 and the parking totaled \$1,121. P. Corogin noted for the record a great job by all. B. Yancar noted that Quaker Steak is done with their special events for the year and they only used the special event for two weeks for a total of \$200.

The monthly recap of lease deposits year-to-date totaled \$21,290. B. Yancar sent out the Clarion leases on September 21 and they are due back by October 31. He will enforce the fact that half the payment is due this year. He is anticipating \$10,000 in revenue if they get half paid up front. The balance is due by May 1, 2019. Street end leases go out for collection in January/February. YTD revenue as of October 1, 2018, including lease payments of \$21,290 and 'all other' of \$150,740.14 total \$172,030.14. The current budget with the city is \$181,000 and the Port proposed budget was \$187,000.

B. Yancar reported on the following dock revenue for 2018 compared to three-year averages and last year's revenue for the following: Water Works Marina dock revenue year to date totals \$46,127.05. In September, they received \$6,877.00 with a three-year average of \$47,953.31, so they are down 3.81% according to the three-year average. The McGarvey's Landing dock revenue year to date totals \$16,394.50. In the month of September, they received \$3,210.00 with a three-year average of \$19,403.67, so they are down about 15.51% according to the three-year average. The South Street Launch Ramp dock revenue for the month of September totaled \$3,052.00; total revenue year to date is \$29,771.00 – three-year average of \$25,598.67, so they are up 16.30%. They are down for all three locations about \$2,600 or 3%.

B. Carrick reported the electrical outlet at McGarvey's Landing (planter #1 – closest to Quaker) doesn't work.

PORT OPERATIONS REPORT:

B. Yancar provided the board with his activity report as of October 11. R. Strauss addressed #6 under Water Works Marina pertaining to putting in a new designated/painted yellow parking space south of existing space for second police car. B. Yancar said it got confusing one time when the police boat was being manned and they wanted it clearly stated, but it's not a high priority. He reported they got PSI compliance and they are good through September of 2019. He reported they will start pulling docks at Water Works next week. Last year they had the deal with ODNR where they rented out submerged land and received zero last year, but this year they will receive \$28.75. R. Strauss addressed #23 under 'All Other' as it states that Fred Miggins dropped off material for an advertising opportunity with Lake Erie Shores and Islands. A simple add would cost \$400 per year or \$750 depending on the size of the ad. B. Yancar said they had put in \$1,000 for advertising which covers all the newspaper items, but it won't cover something like this. R. Strauss asked B. Yancar if this advertisement is a good thing to do and B. Yancar thought it would because it goes all over the city. He said M. Suszko would make up the \$750 ad if the port agrees to do this. The deadline for submittal is before year-end. The ad size is like a business card. The anticipated advertising budget hasn't been calculated yet noted Yancar. He thought they would need to double the advertising budget if they went ahead with advertising in Lakes Shores and Islands. P. Corogin asked B. Yancar to do a five-year analysis on their past advertising expenses/budget.

B. Yancar reported he has been updating the revenue side of the budget and is getting good indication that the lessees will be coming back next year. T. Sommer asked when the last time the port has proposed an increase and B. Yancar said they have never done an increase. T. Sommer said this is the only way they are going to get revenue.

B. Yancar noted the lessee at Exchange asked if the port would allow him to extend the dock by 10' to make it more accessible and convenient. Essentially, he was told he couldn't do this because it goes with the property line. However, he received the property line from the city and it looks as though if they moved the dock over by 2' then they could extend it by 10'. The boat is still the same length, so it won't encroach into the channel. If they find out they can do this, then he will put together a proposal. Further discussion ensued and B. Yancar was directed by P. Corogin to do his homework on this matter to see if they can enhance this dock and to determine the costs involved, so they can review it at the November meeting.

ADA Restroom:

P. Corogin said he heard that Sheffield Lake put in a new restroom and B. Yancar went to see it and came back with information and costs on that project (\$142,000). He called the city engineer to see if he could meet with B. Yancar to look at the existing restroom to see if it can be expanded to make it a unisex restroom. B. Yancar said he talked with B. DiFucci and he should be passing on all their results tomorrow which includes the issue of it being in a floodplain and anything the city has from a building department standpoint. P. Corogin said they need to rule out whether it would be practical to add on to the existing restroom. B. Carrick said he spoke with B. DiFucci and C. Howard in the spring and it didn't seem like an issue, but they would need to do a H&H study.

P. Corogin said they tried to gather information from other communities on their restrooms to see what it would cost. He said some restrooms at surrounding communities don't have showers and some do and if they try to do something at Water Works it will cost them. He said E. Bulan has agreed to help the Port Authority look for grants. There could be a smaller grant through

the Erie County Community Foundation which they could get possibly if they want to add onto the existing restroom at the ramp location. They will look at bigger dollars if they look at doing something at Water Works. He said the purpose of this exercise is to start gathering information on restrooms costs and grants. He said the Parks Board has also been discussing a restroom project at Main Street Beach, so it seems they are getting ideas on restrooms. B. Yancar noted he had positive feedback of having the handicap Porta John at the ramp.

In conclusion, P. Corogin said they need to determine funding and a site for a restroom. He feels they will have some money to work with next year as they will be eliminating a financial obligation. He said ODNR grants usually have a matching component and he thought they could convince somebody in Erie County to help them.

B. Carrick asked the port members if they could get together as a board to look at their restroom facilities. Additional ideas and comments were discussed and some consensus by the members leaned towards a possible restroom project at Water Works. P. Corogin scheduled an unofficial onsite gathering at the Water Works restroom on Saturday, October 13 at 1:00pm with those port members who were able to meet to ponder a possible layout, a wish list, and to eventually look at funding methods to support a restroom project.

B. Yancar reported the Finance Director was contacted by the Auditor of State's office informing her that a separate audit will need to be conducted for the Vermilion Port Authority as they are identified as a legal entity and are subject to audit as a component of the City of Vermilion. It was noted that fees assessed to the City for the combined audit can be broken out for the Port, should the City choose to charge the Port for this service. The scope of the audit has not been determined yet.

P. Corogin said that B. Yancar will be done for the season on November 15, so they need to look at whether they want to entertain increases or any other items for 2019 at the November meeting.

ADJOURNMENT:

B. Carrick MOVED; P. Corogin seconded to adjourn the meeting upon no further discussion. Vote 5 YEAS. **MOTION CARRIED.**

NEXT MEETING:

November 8, 2018 @ 6:30 pm; Meeting Place – Ramp Office, 777 W. River, Vermilion, OH