

Meeting Minutes of the Board of Directors Thursday, March 22, 2018

The Pledge of Allegiance was recited.

ROLL CALL

The second meeting in 2018 of the Toledo-Lucas County Port Authority Board of Directors was called to order at 8:00 a.m. on Thursday, March 22, 2018, at One Maritime Plaza, 2nd Floor, Classrooms A and B, Toledo, Ohio.

The following members were present: Chairman John S. Szuch, Vice Chairman Sharon Speyer, Directors William J. Carroll, Bernard H. Culp, Sharon Gaber, Andrea Price, William Rudolph, Nadeem Salem, Sharon Speyer, James M. Tuschman, and Baldemar Velasquez.

The following members were absent: Directors Kim Cutcher and David Fleetwood.

APPROVE MINUTES OF MEETING FEBRUARY 22, 2018

The minutes of the meeting of February 22, 2018, were presented for approval, copies having been distributed in advance to all directors. On motion by Director Tuschman, seconded by Director Carroll, and unanimously carried, the minutes were approved as submitted.

PUBLIC COMMENT PERIOD

Chairman Szuch invited comments from the public and recognized Jerry Okenka representing Harbor View Yacht Club. Mr. Okenka stated that the Yacht Club wants to purchase or split the property it leases from the Port Authority on which it plans to construct a new maintenance building.

REPORT AND COMMUNICATIONS FROM THE CHAIR: JOHN S. SZUCH

REPORT FROM WADE KAPSZUKIEWICZ, MAYOR, CITY OF TOLEDO

Chairman Szuch welcomed Wade Kapszukiewicz, Mayor of the City of Toledo, who introduced two members of his staff: Bill Burkett, Commissioner of Economic & Business Development, and Mike Beazley, Senior Policy Advisor. Mayor Kapszukiewicz spoke regarding the progress the City has made since his taking office in January and shared that Site Selection magazine had announced that Toledo ranks fourth among midsized cities for job growth and economic development.

Directors Kim Cutcher and David Fleetwood joined the meeting in progress.

Chairman Szuch presented a ship's wheel to James M. Tuschman in recognition and appreciation of his service as chairman of the Port Authority's board of directors.

Chairman Szuch announced that committee rosters would be distributed immediately and that the board would continue to meet on the fourth Thursday of each month.

RESOLUTION IN HONOR OF CONSTANCE E. SOBCHAK UPON HER RETIREMENT

Chairman Szuch presented a resolution in honor of Constance E. Sobczak upon her retirement after nearly 14 years of service to the Port Authority. On motion by Director Carroll, seconded by Director Gaber, and unanimously carried,

RESOLUTION NO. 13-18

IN HONOR OF CONSTANCE E. SOBCHAK UPON HER RETIREMENT

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER PLACEMENT OF .04-MILTAX LEVY RENEWAL ON NOVEMBER 6, 2018 BALLOT

Chairman Szuch presented a resolution authorizing the placement for the renewal of the Port Authority's tax levy on the November 6, 2018 ballot, emphasizing that it is not a new tax.

After discussion, on motion by Director Carroll, seconded by Director Gaber, and unanimously carried,

RESOLUTION NO. 14-18

AUTHORIZING PLACEMENT OF .04-MILTAX LEVY RENEWAL ON NOVEMBER 6, 2018 BALLOT

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

RECOMMENDATIONS AND REPORTS FROM STANDING COMMITTEES AND DIVISIONS

FINANCE & DEVELOPMENT COMMITTEE

CONSIDER FINAL EXPENDITURES THROUGH DECEMBER 2017

Chairman Szuch, as Chair of the Finance & Development Committee, reported that the final Operating Statements through December 2017 show total revenues of \$10,039,150, which were 22% ahead of budget, and total expenses of \$7,922,216, which were less than 1% under budget, which resulted in a 2017 year end Fund Balance of \$2,116,933.

The Chairman of the Finance & Development Committee recommended approval of the Expenditures through December 2017.

Following discussion, on motion by Director Fleetwood, seconded by Director Salem, and unanimously carried, the Expenditures through December 2017 were approved as submitted.

CONSIDER TRANSFER OF FUNDS FOR 2017 OPERATING BUDGET

Chairman Szuch reported that the Port Authority's Operating Budget ended 2017 with a positive fund balance; however, some Operating Expense account groups exceeded the amounts appropriated.

The Chairman of the Finance & Development Committee recommended adoption of a resolution authorizing budget transfers from Operating Expense budget account groups that are under budget to Operating Expense budget account groups that are over budget

After discussion, on motion by Director Carroll, seconded by Director Fleetwood, and unanimously carried,

RESOLUTION NO. 15-18

AUTHORIZING TRANSFER OF FUNDS FOR 2017 OPERATING BUDGET

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER EXPENDITURES THROUGH FEBRUARY 28, 2018

Director Szuch, Finance & Development Committee chair, reported that the Operating Financials through February 2018 show \$3,600 excess operating expense over operating revenue, which is typical of the first part of the year. This is ahead of budget by \$110,700 with expenses falling under budget and revenue coming in slightly ahead of budget. The February 2018 expenditures were presented to the board for approval, copies having been distributed in advance to all directors.

The Chairman of the Finance & Development Committee recommended approval of the Expenditures through February 28, 2018.

After discussion, on motion by Director Rudolph, seconded by Director Carroll, and unanimously carried, the Expenditures through February 28, 2018, were approved as submitted.

CONSIDER ISSUANCE OF REVENUE BONDS FOR CRAWFORD HOYING DEVELOPMENT PARTNERS, LLC FOR 800 NORTH HIGH STREET PROJECT (UP TO \$5.5 MILLION)

Chairman Szuch reported that the Port Authority has been requested to issue up to \$5,500,000 in development revenue bonds through the Northwest Ohio Bond Fund (the "Series 2018C Bonds") for the benefit of the Columbus-Franklin County Finance Authority and Crawford Hoying Development Partners, LLC, together with its affiliates, including 800 N. High

Investments, LLC for the acquisition and construction of an approximately 72-space underground parking garage with lifts in each space resulting in a capacity of 144 cars consisting of an approximately 150,000 square foot mixed-use commercial, hotel, and restaurant facility in the city of Columbus, Ohio (the "Project"). The Project will benefit private development to be undertaken by the developer and its affiliates

The Chairman of the Finance & Development Committee recommended authorizing the issuance of the bonds in the principal amount of up to \$5,500,000 to be used to finance the Project.

After discussion, on motion by Director Salem, seconded by Director Velasquez, and carried,

RESOLUTION NO. 16-18

AUTHORIZING ISSUANCE OF REVENUE BONDS FOR CRAWFORD HOYING DEVELOPMENT PARTNERS, LLC FOR 800 NORTH HIGH STREET PROJECT (UP TO \$5.5 MILLION)

was adopted, with Director Speyer abstaining. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER ISSUANCE OF REVENUE BONDS FOR CONSOLIDATED ELECTRICAL DISTRIBUTORS (UP TO \$3 MILLION)

Chairman Szuch reported that NAI/Harmon approached the Port Authority with an opportunity to construct a new 30,000 s.f. distribution facility for Consolidated Electrical Distributors ("CED") at Overland Industrial Park. After more than four months of negotiation, Chairman Szuch recommended that the President & CEO be authorized to execute all documents associated with the outlined construction, financing, and leasing of a 30,000 s.f. facility to CED located at Overland Industrial Park, that \$300,000 be appropriated from the Port Authority Reserves Fund to fund the 10% bond reserve, and authorize the use of the Port Authority "Float Funds" to pay costs associated with the project prior to the issuance of bonds as contemplated herein.

After discussion, on motion by Director Fleetwood, seconded by Director Carroll, and unanimously carried,

RESOLUTION NO. 17-18

CONSIDER ISSUANCE OF REVENUE BONDS FOR CONSOLIDATED ELECTRICAL DISTRIBUTORS (UP TO \$3 MILLION)

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

FINANCING PROGRAMS DASHBOARD

Director Szuch presented the Financing Programs Dashboard.

BETTERBUILDINGS NORTHWEST OHIO PROGRESS REPORT

Director Szuch reported on the BetterBuildings Northwest Ohio program.

NORTHWEST OHIO BOND FUND TRUSTEE REPORT

Director Szuch presented the Northwest Ohio Bond Funds Report.

PLANNING & OPERATIONS COMMITTEE

CONSIDER AGREEMENT WITH U.S. DEPARTMENT OF COMMERCE NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION TO FUND MAUMEE RIVER CURRENT METER

Vice Chair Speyer, as Chair of the Planning & Operations Committee, reported that a reimbursable agreement with the U.S. Department of Commerce National Oceanic and Atmospheric Administration (“NOAA”) for the management and operation of the water current measurement system for the Maumee River has been considered for the Toledo Current Meter located at the Archer Daniels Midland Company grain terminal and used by terminal operators, vessel companies, and all parties involved with safe navigation of the Toledo Harbor within the Port of Toledo. Federal funding for the operation of this meter has come to an end and NOAA has requested that the Port Authority assume the cost of operation moving forward in recognition of the importance of this instrument. The following entities have collectively agreed to contribute \$20,000 per year for three years: The Andersons, ADM, Great Lakes Pilots Association, Great Lakes Shipping Association, Great Lakes Towing, Kuhlman Corporation, Cleveland-Cliffs, Ironhead Marine, Lafarge Holcim and the Chamber of Maritime Commerce.

The Planning & Operations Committee recommended authorizing the President to enter into the funding agreement with NOAA and funding agreements with each of the contributing parties. In addition, the Planning & Operations Committee recommended appropriating \$61,025 from Port Authority Reserves to be reimbursed by the contributing parties as described above.

After discussion, on motion by Director Fleetwood, seconded by Director Carroll, and unanimously carried,

RESOLUTION NO. 18-18

CONSIDER AGREEMENT WITH U.S. DEPARTMENT OF COMMERCE NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION TO FUND MAUMEE RIVER CURRENT METER

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER PLATFORM RENOVATIONS AT DR. MARTIN LUTHER KING, JR. PLAZA (EXPERCON LLC)

Vice Chair Speyer reported that the Platform Renovation at Dr. Martin Luther King, Jr. Plaza project consists of concrete pavement and pavement repair/replacement, painting of structural steel, and LED lighting upgrades for Platforms 1 and 2 and project includes four alternates. The Port Authority received one bid for the project which was within the engineer's estimate.

The Planning & Operations Committee recommended adoption of a resolution authorizing the President to enter into a contract with ExperCon LLC in an amount not to exceed \$865,737 and authorizing payment, including up to an additional 10% contingency to be paid through the Ohio Rail Development Commission grant previously allocated to the Port Authority.

After discussion, on motion by Director Fleetwood, seconded by Director Velasquez, and unanimously carried,

RESOLUTION NO. 19-18

CONSIDER PLATFORM RENOVATIONS AT DR. MARTIN LUTHER KING, JR. PLAZA (EXPERCON LLC)

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER ROADWAY VACATION OF 30 FT. STRIP OF LAND ALONG FRONT STREET IN TOLEDO, OHIO

Vice Chair Speyer recounted that at its November 2003 meeting, the Board approved the acquisition of property at 1021 Front Street, Toledo, Ohio, utilizing Clean Ohio Grant Funds. The City of Toledo has requested that the Port Authority vacate a 30 ft. strip along Front Street to restore the original 40 ft. right of way.

The Planning & Operations Committee recommends approval of vacating a 30 ft. strip of Port Authority-owned land along 1021 Front Street in Toledo, Ohio.

After discussion, on motion by Director Tuschman, seconded by Director Velasquez, and unanimously carried,

RESOLUTION NO. 20-18

AUTHORIZING ROADWAY VACATION OF 30 FT. STRIP OF LAND ALONG FRONT STREET IN TOLEDO, OHIO

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER PROFESSIONAL SERVICES AGREEMENT WITH RS&H OHIO, INC. FOR DESIGN SERVICES FOR REHABILITATION OF TAXIWAY B AT TOLEDO EXPRESS AIRPORT

Vice Chair Speyer reported that Taxiway B, the main east-west taxiway at Toledo Express Airport, was reconstructed in 2003 and is exhibiting pavement cracking and joint deterioration and is in need of pavement rehabilitation. RS&H Ohio, Inc. has submitted a proposal for design and bidding services related to the pavement rehabilitation of existing portions of Taxiway B near the Terminal Building in which would include design of pavement rehabilitation (mill and overlay) of Taxiway B between Runway 16-34 and Taxiway B6, construction of new taxiway shoulders, drainage improvements, lighting and signage improvements and updated pavement markings per Federal Aviation Administration requirements at a cost not to exceed \$113,000, 90% of which are anticipated to be reimbursed by an FAA FY18 grant, with the remaining 10% local share (\$11,300) to be reimbursed by a future Passenger Facility Charge application.

The Planning & Operations Committee recommended approval of a resolution authorizing an agreement with RS&H Ohio, Inc., for the design of Taxiway B between Runway 16-34 to Taxiway B6, contingent upon receipt of an FAA grant, in an amount not to exceed \$113,000 and appropriating up to a 10% local share (\$11,300) from Airport Reserves to be reimbursed by a future Passenger Facility Charge application.

After discussion, on motion by Director Carroll, seconded by Director Fleetwood, and unanimously carried,

RESOLUTION NO. 21-18

AUTHORIZING PROFESSIONAL SERVICES AGREEMENT WITH RS&H OHIO, INC. FOR DESIGN SERVICES FOR REHABILITATION OF TAXIWAY B AT TOLEDO EXPRESS AIRPORT

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER PROFESSIONAL SERVICES AGREEMENT WITH RS&H OHIO, INC. FOR DESIGN SERVICES FOR REHABILITATION OF TAXIWAY N AT TOLEDO EXPRESS AIRPORT

Vice Chair Speyer reported Taxiway N, the north-south taxiway at Toledo Express Airport was reconstructed in 2003 and the pavements are exhibiting cracking, depressions and joint deterioration and are in need of pavement rehabilitation. RS&H Ohio, Inc. has submitted a proposal for design and bidding services related to the pavement rehabilitation of existing portions of Taxiway N north of Runway 7-25, including design of pavement rehabilitation (mill and overlay) of Taxiway N between Runway 7-25 and Taxiway B, construction of new taxiway shoulders, drainage improvements, lighting and signage improvements and updated pavement markings per Federal Aviation Administration requirements at a cost not to exceed \$106,000, 90% of which is anticipated to be reimbursed by an FAA FY18 grant, with the remaining 10% local share (\$10,600) to be reimbursed by future Passenger Facility Charge application.

The Planning & Operations Committee recommended approval of a resolution authorizing an agreement with RS&H Ohio, Inc., for the design of Taxiway N between Runway 7/25 to Taxiway B, contingent upon receipt of an FAA grant, in an amount not to exceed \$106,000 and appropriating the 10% local share (\$10,600) from Airport Reserves to be reimbursed by a future Passenger Facility Charge application.

After discussion, on motion by Director Salem, seconded by Director Rudolph, and unanimously carried,

RESOLUTION NO. 22-18

AUTHORIZING PROFESSIONAL SERVICES AGREEMENT WITH RS&H OHIO, INC. FOR DESIGN SERVICES FOR REHABILITATION OF TAXIWAY N AT TOLEDO EXPRESS AIRPORT

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER PROFESSIONAL SERVICES AGREEMENT WITH RS&H OHIO, INC. FOR DESIGN SERVICES FOR CONSTRUCTION OF TAXILANE AT TOLEDO EXECUTIVE AIRPORT

Vice Chair Speyer reported that the eastern half of Toledo Executive Airport contains a number of general aviation hangar tenants and that the current Airport Master Plan has the southern half of this area designated for larger corporate hangars. In order to meet existing and future demand for buildable parcels for these corporate users, an extension of an existing taxilane has been proposed for construction. RS&H Ohio, Inc. has submitted a proposal for design and bidding services related to the construction of the new taxilane, including design of an extension to the existing taxilane, site parking and access improvements, drainage and related utility upgrade per Federal Aviation Administration, state, and local requirements, at a cost not to exceed \$60,000, 90% of which will be paid by an FAA grant, 5% by an Ohio Department of Transportation grant, with the remaining 5% local share of \$3,000 to be paid from the Airport Reserves Fund.

The Planning & Operations Committee recommended adoption of a resolution authorizing the President to enter into a contract with RS&H Ohio, Inc. in an amount not to exceed \$60,000 contingent upon receipt of grants therefor from the FAA and ODOT, and appropriating \$60,000 from the Airport Reserves Fund.

After discussion, on motion by Director Carroll, seconded by Director Salem, and unanimously carried,

RESOLUTION NO. 23-18

AUTHORIZING PROFESSIONAL SERVICES AGREEMENT WITH RS&H OHIO, INC. FOR DESIGN SERVICES FOR CONSTRUCTION OF TAXILANE AT TOLEDO EXECUTIVE AIRPORT

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

CONSIDER PARKING LOT IMPROVEMENTS AT TOLEDO EXPRESS AIRPORT

Vice Chair Speyer reported that with the increase in passenger volume at Toledo Express Airport, an assessment of the needs of travelers and the condition of the parking lot has been performed and improvements recommended, including seal coating the parking lot and roadway, marking the pavements, and an upgrade to signage which would include additional handicapped parking spaces, the cost of which is estimated to be \$80,000 and would be paid from Airport Reserves.

The Planning & Operations Committee recommended appropriating \$80,000 from the Airport Reserves Fund for the purpose of making improvements to the parking lot near the Terminal Building at Toledo Express Airport.

After discussion, on motion by Director Carroll, seconded by Director Salem, and unanimously carried,

RESOLUTION NO. 24-18

AUTHORIZING PARKING LOT IMPROVEMENTS AT TOLEDO EXPRESS AIRPORT

was adopted. The resolution in its full text is incorporated in the Resolutions Journal of the Port Authority.

TOLEDO EXPRESS AIRPORT STATISTICS AMTRAK RIDERSHIP

Director Speyer presented the Airport and Amtrak statistics.

GOVERNMENT, COMMUNITY & HUMAN RELATIONS COMMITTEE

DIVERSIFIED CONTRACTORS ACCELERATOR PROGRAM (DCAP) REPORT

Director Price reported that \$4,548,558 have been approved since inception of the DCAP, and includes 102 total projects. The DCAP report spotlighted some of the benefits of participating in the DCAP.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:31 a.m.