

manufacturing, are hurting. There is a company officially interested in relocating to Portage County. Business inquiries have dropped off in the last quarter.

There is a March 25, 2009 County Construction and Financing seminar in Columbus that may be of interest to the Directors. The Ohio Council of Port Authorities is hosting this event.

Chairman Bhargava asked if there is an update on the Kent Convention Center/Hotel. Mr. Ulik responded that the hotel may be on the back burner but he is on the steering committee for the Convention Center. There is not enough market data to support a convention center/hotel complex.

Director Dix noted that stimulus monies are available to our local communities. He wondered if our county, cities, or local universities could sponsor a grant writing seminar to assist communities in writing grants. Mr. Ulik noted that the county has a Grants Coordinator to apply for public dollars but perhaps one of the local colleges could sponsor a grant writing class.

Director McDonald asked if there is any activity with the Schipper Group. Mr. Ulik responded no.

Chairman Bhargava asked if the proposed joint safety center would qualify for stimulus dollars. Attorney Smith responded that she is the committee facilitator for that project and the city of Kent, Kent State and the county are considering a joint facility. She is working with the Grants Coordinator and is also working on a Memorandum of Agreement with the three parties.

Director Chema stated that Hiram College is still in negotiations for the building of 104 beds in townhouse apartments with the college taking the financial risks and not the developer. The finances are not an issue for this \$6.5 million project. Mr. Chema added that Hiram College is willing to participate in a grants seminar and have a suburb grant writer on staff in Kay Mulington. Mr. Chema noted that John Carroll University has furloughed its entire staff for two weeks.

D. Legal Counsel Denise Smith

Legal Counsel Denise Smith will discuss the retention schedule later in the meeting.

E. Internal Auditor Carol Kurtz

Ms. Kurtz reported that she reconciled the Port Authority records with the bank statements and the Secretary-Treasurer's report appears to be correct through January 31, 2009.

F. Representative to the Ohio Port Authority Council (February 25, 2009 meeting)

Director Thomas V. Chema reported that he attended the meeting via telephone and learned that the principal concern is the adoption of SB 353, which will impact the Portage County Port Authority. There is an effort to repeal or change this legislation with the options being

suspend the effective date from April 1, 2009 to January 1, 2010 and work to change the law. The Portage County impact would be seen in the financing of any new projects.

G. Standing Committee Reports – None

H. Special Committee Reports – None

* * * * *

CONSIDERATION OF NEW RESOLUTIONS AND MOTIONS

- A. Resolution to accept appointment by the Portage County Board of Commissioners of William Ulik as an Ex Officio member of the Portage County Port Authority/09-001.

- B. The February 19, 2009 email from Legal Counsel Denise Smith regarding competitive bids advises that the Port Authority must adhere to a bid limit of \$25,000. Agreements must include an amount not to exceed. Director Dix asked what the amount of the competitive bid is – Denise Smith responded \$25,000 and noted that there is no case law exempting Port Authorities from abiding by this limit.

- C. Draft Resolution to amend the Portage County Port Authority Appropriation for the year 2009, approved by Resolution 08-004 on December 2, 2008. This will allow payment for a website design, should the Board of Directors agree to move forward/Hold for additional information.

* * * * *

Christine Brown, Marketing Resources & Results, is attending today to present and discuss her draft re-design of the Portage County Port Authority website. After hearing the proposal, Mr. Kelley noted that the website should be focused on marketing because companies are looking 24/7 online for information.

Director Dix wondered why the Board did not ask for other proposals besides this one from Ms. Brown. The Secretary-Treasurer responded that Ms. Brown is attending today to give the Directors some ideas, since bid specs or RFQs cannot be written without additional input from the Directors because of the wide range of services the Board is looking for.

Attorney Smith agreed that it makes sense to determine what the Board wants in a website and move towards that design. The Chairman asked if the website is for the Port Authority or the Department of Economic Development. Ms. Brown responded that the decision about that question is the Directors'. She is still not certain of what the scope of the project is. Portage County Commissioner Chuck Keiper added that the decision should be made after the Board decides how much independence the Port Authority wants from the Department of Economic Development.

The Directors agreed that they would want two sites with transparency and options to keep them separate and/or combined, focusing on economic development.

Motion by Director Chema, seconded by Director Dix to authorize staff to develop an RFQ (Request for Qualifications) to solicit qualified web/marketing firms to assist the Portage County Port Authority Board of Directors in developing a marketing based website focusing on economic development, with options of transparency in look and separation or combination of the Port Authority and the Portage County Department of Economic Development. The Directors agreed that a contract would be negotiated with one of the respondents in an amount not to exceed \$20,000. A subcommittee including Directors McDonald and Dix, Bill Ulik, and Brian Kelley will review qualifications received and present their recommendation to the Board of Directors at the June meeting/09-002.

The Directors asked IT Director Brian Kelley to prepare the draft RFQ to send out to the subcommittee for review and recommendation to the Board of Directors to interview and then negotiate. The Directors agreed to hold a special meeting to consider the recommendation of the subcommittee. Mr. Kelley agreed to advertise the RFQ on the county website. Attorney Smith confirmed that these two contracts need not stay under the \$25,000 bid limit since different funds will be used to pay for each website.

* * * * *

Each Director received a copy of the replacement Portage County Port Authority Rules and Regulations, amended December 2, 2008 to include a Records Retention Policy/Information only.

* * * * *

February 24, 2009 email from John Loftus, Executive Director of the Lake County Port Authority, including a draft response to the Plain Dealer regarding a January 28, 2009 editorial entitled "New board chairman must pry open Cleveland's port board". Director Chema discussed this issue earlier in the meeting. Attorney Smith added that this law will apply to the Portage County Port Authority, should it not be revised. She is pleased that there is some effort in the legislature to amend this senate bill. Director Chema added that the legislation was presented to stop the Cleveland Port Authority from moving.

* * * * *

CORRESPONDENCE

The Board of Directors acknowledged the receipt of the December 24, 2008 Certificate of the County Auditor that the total appropriations from each fund do not exceed the official estimate of resources.

* * * * *

SCHEDULED MEETING DATES

Attorney Denise Smith invited the Directors to hold one of their upcoming meetings at the Prosecutor's new facility on Chestnut Street in Ravenna. The next regular meeting is scheduled for Tuesday, June 2, 2009 at 2:00 PM.

* * * * *

RESOLUTION NO. 09-001 - RE: ACCEPT APPOINTMENT OF WILLIAM ULIK AS AN EX OFFICIO MEMBER OF THE PORTAGE COUNTY PORT AUTHORITY.

It was moved by Steven P. McDonald, seconded by David Dix that the following Resolution be adopted:

WHEREAS, the Board of Commissioners created the Portage County Port Authority within the County of Portage, in the State of Ohio, pursuant to Sections 4582.21 *through* Section 4582.59 of the Ohio Revised Code by adopting Resolution 02-0372 on April 9, 2002; and

WHEREAS, the Portage County Board of Commissioners adopted Resolution 09-0026 appointing William Ulik, Director of the Portage County Department of Economic Development as an Ex Officio member of the Portage County Port Authority, effective immediately; now therefore be it

RESOLVED, that the Board of Directors accepts William Ulik as an Ex Officio member of the Board of Directors of the Portage County Port Authority, effective immediately and expiring at the Board of Commissioners' Organizational Meeting in 2010; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice Vote As Follows:

*	*	*	*	*
T.N. Bhargava, yea;		Thomas V. Chema, yea;		
David Dix, yea;		Jack Kohl, absent;		
Neil Mann, Jr., yea;		Steven P. McDonald, yea;		
James A. Wyatt, Jr.; yea				

* * * * *

RESOLUTION NO. 09-002

RE: AUTHORIZE DEVELOPMENT OF BID SPECIFICATIONS FOR A REQUEST FOR QUALIFICATIONS (RFQ) TO SOLICIT QUALIFIED WEB/MARKETING FIRMS TO ASSIST THE PORTAGE COUNTY PORT AUTHORITY BOARD OF DIRECTORS IN DEVELOPING A MARKETING BASED WEBSITE.

It was moved by Thomas V. Chema, seconded by David Dix that the following Resolution be adopted:

WHEREAS, the Portage County Port Authority Board of Directors desires an update of the Port Authority website; now therefore be it

RESOLVED, that the Board of Directors authorizes the development of an RFQ (Request for Qualifications) to solicit qualified web/marketing firms to assist the Portage County Port Authority Board of Directors in developing a marketing based website focusing on economic development, with options of transparency in look and separation or combination of the Port Authority and the Portage County Department of Economic Development; and be it further

RESOLVED, that the Directors agree that a contract will be negotiated with one of the respondents in an amount not to exceed \$20,000; and be it further


RESOLVED, that a subcommittee including Directors Steven P. McDonald and David Dix, PCDED Director Bill Ulik, and the Director of the Portage County Information Technology Department Brian Kelley will review qualifications received and present their recommendation to the Board of Directors at the Board of Directors' June meeting; and be it further

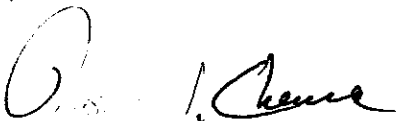
RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice Vote As Follows:

*	*	*	*	*
T.N. Bhargava, yea;		Thomas V. Chema, yea;		
David Dix, yea;		Jack Kohl, absent;		
Neil Mann, Jr., yea;		Steven P. McDonald, yea;		
James A. Wyatt, Jr.; yea				

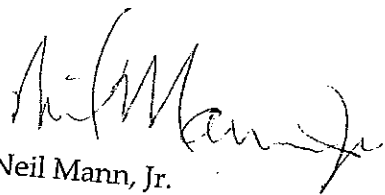
* * * * *
We do hereby certify that the foregoing is a true and correct record of the Portage County Port Authority Board of Directors' meeting on **March 3, 2009**. There being no further business to come before the Board, the official meeting of **March 3, 2009** adjourned at **3:25 PM**.


T.N. Bhargava

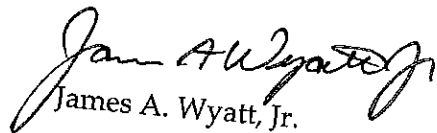

Thomas V. Chema


David Dix

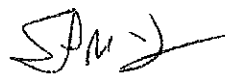
ABSENT
Jack Kohl 



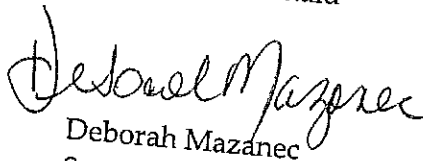
Neil Mann, Jr.



James A. Wyatt, Jr.



Steven P. McDonald



Deborah Mazanec
Secretary-Treasurer