

**THE PORT OF GREATER CINCINNATI DEVELOPMENT AUTHORITY BOARD MEETING
THURSDAY, JUNE 7, 2001
CINCINNATI PUBLIC LIBRARY - MAIN BRANCH TOWER ROOM**

I. CALL TO ORDER

Steve Love called the June meeting of the Port of Greater Cincinnati Development Authority to order at 5:13 PM.

II. BOARD MEMBERS PRESENT:

Bailey, Clifford
Byrd, Stephanie
Corathers, Robin
Fonner, John
Hale, Joe
Kull, Ron
Kearney, Eric
Love, Steve
Martin, Greg
Miller, Norm
Siebenburgen, David
Vehr, Nick

ABSENT:

George, Louis
Humes, Tom
Muller, Paul
Otto, Charlotte
Reid, Janet
Rouse, Jack

STAFF:

Satzger, Kim
Sharp, Tim

GUESTS:

Bell, Roger
Crowley, David
Jones, Bruce
Jones, Randy
Murphey, Dennis
Phillips, Bonnie
Ratterman, Ed
Richardson, Bob
Spegal, Thomas C.
Welker, Randy
Williams, John

III. APPROVAL OF MINUTES

MOTION: Steve Love moved that the minutes of Thursday, May 10, 2001 meeting be approved. Ron Kull seconded the motion. The motion was unanimously carried.

IV. ORDER OF BUSINESS

A. Organizational Update

Finance Report – Tim Sharp

Tim Sharp reported that Port Authority staff and Arthur Andersen representatives continue to refine the operating budget.

Office Space Update – Tim Sharp

Tim Sharp stated that the Port Authority is nearly settled into its new space located at 1014 Vine Street, Suite 1440, Cincinnati, Ohio 45202. The Port Authority has purchased a copier and office furnishings. The copier has been delivered. The furniture will arrive in several weeks. Port Authority staff continues to work with Cincinnati Bell to establish phone service.

Interim Insurance Coverage – Tim Sharp

Tim Sharp stated that the insurance coverage required per the office lease as well as the bonding insurance required by the Port Authority Bylaws have been purchased. Port Authority staff is finalizing insurance coverage for its Board of Directors and the Kemper Road (Green Industries) site.

Legislative Update – Tim Sharp

Tim Sharp reported that House Bill 3 has proceeded through committee and the State House of Representatives.

Economic Inclusion Policy

Clifford Bailey reported that on June 4, 2001 he made a benchmarking trip to Cleveland along with Port Authority staff members Tim Sharp and Kim Satzger. He said that the intent of the trip was to review the economic inclusion successes of Cleveland organizations. While in Cleveland, the Port Authority representatives met with representatives of the City of Cleveland, the Cleveland-Cuyahoga County Port Authority and the Northern Ohio Minority Business Council. He said that the Cleveland organizations achieved success through strong leadership and moral persuasion.

City of Cleveland

Port Authority representatives met with Bruce Jones, Fred Nance, and Brian Robinson of Squire, Sanders, Dempsey as well as Lucille Ambroz, Director of the Mayor's Office of Equal Opportunity, for the City of Cleveland.

Until recently, Cleveland set goals of 30% Minority Business Enterprise (MBE) and 10% Women Business Enterprise (WBE) participation levels on city contracts. However, in response to recent lawsuits, Cleveland has lowered its attainment goals to 15% MBE and 5% WBE. Cleveland does not currently have an MBEAVBE program. The City is considering the adoption of a Small Business Enterprise (SEE) program.

In spite of lowering its “official” goals, Cleveland has continued to achieve high MBEAVBE participation on its contracts. Cleveland officials attribute this success to strong local leadership and enforcement. The City has six compliance officers that continually review and enforce stated agreements with Cleveland contractors.

Cleveland-Cuyahoga County Port Authority

Port Authority representatives met with Gary Failor (Executive Director) and Rose Ann DeLeon (Director of Strategic Development) of the Cleveland Port Authority.

As with the City of Cleveland, the Port Authority no longer has a stated MBEAVBE policy with established attainment percentages. The Port Authority approaches all of its projects as a partner and not an adversary. It offers to help the business/developer to improve its minority and women participation levels for construction projects by proactively assisting the business/developer in identifying potential minority business to bid the work. The Port Authority understands the local market and knows the areas in which minority firms are available for work.

The Cleveland Port Authority reported that it has achieved 21 - 30% MBEAVBE participation on seven out of eight contracts for construction. Like the City of Cleveland, the Cleveland Port Authority attributes its success to strong leadership and the efforts of a compliance officer. The Cleveland Port Authority’s Compliance Officer works closely with firms very early in the development process. During the pre-construction phase of development, the Compliance Officer identifies those areas that offer a pool of MBEAVBE contractors. Areas that do not offer a pool of MBEAVBE contractors are exempted from the process at the outset. Working collaboratively, the Cleveland Port Authority and the developer design a program for MBEAVBE participation.

Northern Ohio Minority Business Council

Port Authority representatives met with Stephanie McHenry, Executive Director, of the Northern Ohio Minority Business Council.

She explained that her organization offers an opportunity for certified minority businesses to connect (and network) with local businesses that belong to the Northern Ohio Minority Business Council (NOMBC). NOMBC facilitates the development of minority procurement programs for its member organizations.

Key Findings of Cleveland Benchmarking Trip

Successful Economic Inclusion requires:

- strong local leadership,
- a personal and policy commitment from the Board of Directors and staff,
- pre-planning early in the development process, and
- follow-up through an Economic Inclusion Compliance Officer.

Mr. Bailey thanked Bruce Jones and those at Squire, Sanders, Dempsey as they had made many of the arrangements for the June 4, 2001 information gathering trip.

Bruce Jones added that the Compliance Officer monitors progress and makes site visits.

MOTION: Nick Vehr moved to adopt the Economic Inclusion Policy resolution. Eric Kearney seconded the motion. The motion was unanimously carried.

Nick Vehr stated that the Port Authority plan for compliance efforts on projects and suggested that the Port Authority prepare a Request for Proposals (RFP) to hire an economic inclusion consultant. This will enable the Port Authority to prepare for minority and women business enterprise participation in Port Authority activities.

MOTION: Nick Vehr moved to have Port Authority staff develop the RFP for the economic inclusion consultant. Greg Martin seconded the motion. The motion was unanimously carried.

Clifford Bailey mentioned that while on this trip he learned of the extended powers of the Cleveland Port Authority. The Cleveland Port Authority has a greater ability to finance construction through the assessment of fees.

Steve Love stated that it will be up to the Board to lead in the area of economic inclusion and the Board will be held accountable. He strongly supports the hiring of an economic inclusion officer.

Tim Sharp introduced Bruce Jones of Squire, Sanders, Dempsey to present the firm's recent move to partner with a minority law practice. Mr. Jones stated that he and Mark Rhuelmann of his firm understood from discussions at previous Board meetings that minority participation was a priority in all levels of operation for the Port Authority. In their search for minority co-counsel, they discovered John Williams of Gonzalez, Saggio, & Harlan. Mr. Williams formerly worked in the City of Cincinnati Law Department. Mr. Jones met with Mr. Williams and felt immediately that this would be a strong and beneficial law partnership for the Port Authority.

Mr. Williams said that he had worked for the City for 12 years. He said that Gonzalez, Saggio, & Harlan have four offices in the Midwest including its Cincinnati office.

Eric Kearney said that he is happy that Bruce Jones took the partnership concept to heart. He hopes that other professional service providers will join Squire, Sanders, Dempsey.

Tim Sharp suggested that the Board direct him to begin negotiations to extend the interim agreement with Squire, Sanders, Dempsey as the agreement was due to expire at the end of June.

MOTION: Steve Love moved to extend the interim contract with Squire, Sanders and Dempsey through December 2001. Ron Kull seconded the motion. Eric Kearney made a modification to the motion to include John Williams of Gonzalez, Saggio, & Harlan to be included in the extension. The motion was unanimously carried.

Steve Love recognized Bruce Jones of Squire, Sanders and Dempsey for leading by example.

B. Search Committee Update

Steve Love

Kittleman & Associates in concert with the Search Committee have finalized the Position Guide (job description) for the permanent President of the Port Authority. Kittleman has made over 260 individual contacts with regard to the position and advertised the position in local and national publications. Kittleman has received approximately 12 resumes.

Eric Kearney disclosed a potential conflict as one of the publications in which an advertisement was placed was the Cincinnati Herald. Mr. Kearney disclosed that he owns the Cincinnati Herald.

Norm Miller asked if Kittleman expects a certain number of applicants and will Kittleman screen the applicants.

Steve Love explained that Kittleman will screen the applicants and only refer a selected batch of qualified applicants to the Port Authority for further review.

C. Brownfields Update

John Fonner

Brownfields Community Advisory Committee

The 3603 East Kemper Road (Green Industries) Request for Proposals (RFP) has been distributed to thirty-four firms and public organizations. June 19, 2001 is the Pre-Submittal Conference and Site Tour. Environmental information is available for bidder review on June 19, 2001 and June 26, 2001 or by appointment. The bids are due July 30, 2001.

Dave Siebenburgen asked how the Port Authority is ensuring economic inclusion with regard to this RFP.

Tim Sharp said that the RFP was advertised in the Enquirer, Post, and Herald. Also, Mr. Sharp met with local minority contractors and the African American Chamber of Commerce to increase community awareness of the project.

Norm Miller asked if RFP and the RFQ for The Banks were posted on the website. Tim Sharp responded that these documents were not currently on the website but that this was the intent.

Brownfield Strategic Plan Update

John Fonner reviewed the draft of the Brownfield Strategic Plan that had been submitted to the Board. He reviewed the information gathering process and the meetings with development professionals and public forums. He then reviewed the draft mission statement developed by the Brownfield Community Advisory Committee (BCAC).

Robin Corathers stated that the former Port Authority for Brownfield Development had a mission statement but that it was time to amend the statement to reflect the current thinking of the BCAC.

Draft Mission Statement:

The Brownfield mission of the Port of Greater Cincinnati Development Authority is to collaborate with Cincinnati/Hamilton County communities to assist in the revitalization of neighborhoods by:

- Participating in brownfield redevelopment that increases the tax base, eliminates environmental and public health risks, places vacant and underutilized property back into productive use and stimulates economic inclusion.
- Advocating and facilitating brownfield redevelopment through the creation of public/private partnerships.
- Serving as a local clearinghouse and link to brownfield information and resources.

Joe Hale recommended that expanding the local job base be added to the mission statement. Eric Kearney suggested that revenue generation be added to the mission statement.

Eric Kearney asked if the Port Authority would consider housing as a viable alternative for Brownfield redevelopment.

Robin Corathers said that the Port Authority will have to determine if it is a fit with surrounding land uses. However, there are cases where housing is used as a model for economic development in the redevelopment of brownfields. At the public forums, neighborhood groups did stress that the Port Authority will need to work with existing community groups and complement the development efforts of others.

John Fonner then reviewed the brownfield strategies included in the Brownfield Strategic Plan.

Joe Hale asked if creating jobs should be added under “encourage investments” in the brownfield strategy section of the plan.

Robin Corathers said yes – job creation and job training should be included in this section.

Norm Miller suggested that a package summarizing the tools of Port Authority be assembled.

David Siebenburgen asked about the process for identifying projects.

John Fonner said that local communities will help to identify brownfield projects.

John Fonner reported that the Port Authority is holding meetings with the same groups that offered input into the plan so that they may be made aware of the forthcoming plan strategies and recommendations.

Steve Love asked what sort of interest we expect at these meetings.

Tim Sharp said that the follow-up meetings have been announced in the paper and through direct mailings to those that attended the previous meeting. There was strong attendance at the previous meeting; therefore, the Port Authority is expecting strong attendance once again.

Clifford Bailey asked if we are going to include Environmental Justice in the strategy.

Robin said that it will be in the criteria for evaluating projects; however, the BCAC committee had decided not to include that terminology in the strategic plan.

Norm Miller said that Arthur Andersen, Squire, Sanders, Dempsey, and Seasongood & Mayer could prepare a list of financial tools to be distributed to local community groups.

John Fonner thanked Randy Welker and Stacey Deitrich for their hard work with regard to the Brownfield Strategic Plan.

Steve asked who would take Board comments with regard to the draft strategic plan. Randy Welker said that Tim Sharp will take all Board comments.

D. The Banks Update

RFO Update – Tim Sharp

Tim sharp reported that The Banks RFQ will be out before the next board meeting. Board members will receive copies of the final draft before the next meeting.

Market Study Update – Tim Sharp

Tim Sharp reported that Property Advisors had provided the Port Authority with drafts of the Market Study document for The Banks development. He plans to take comments on the draft and finalize the document.

Other Business

Steve Love recommended that the Economic Inclusion Policy adopted at today's meeting be communicated to the community. He asked that Tim Sharp prepare a press release. Stephanie Byrd offered to assist in the preparation of this press release. Clifford Bailey recommended that the press release include the Economic Inclusion Policy and an announcement about Squire, Sanders, & Dempsey partnering with Gonzalez, Saggio, & Harlan.

Mr. Sharp recommended that the Board of Directors meet one more time in June for further review of the Brownfield Strategic Plan. It was suggested that the Board members be polled via e-mail to determine availability for a meeting during the week of June 25, 2001.

V. ADJOURNMENT

MOTION: Norm Miller moved that the meeting be adjourned at 7:00 PM. Steve Love seconded the motion. The motion was unanimously carried.

Respectfully submitted,

Kimberly A. Satzger
Assistant Secretary