



SOUTHEAST WISCONSIN PROFESSIONAL BASEBALL PARK DISTRICT

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SOUTHEAST WISCONSIN PROFESSIONAL BASEBALL PARK DISTRICT JOINT MEETING OF THE FINANCE COMMITTEE AND OPERATIONS COMMITTEE MEETING MINUTES October 6, 2020

Teleconference

Finance Committee members present: Doug Stansil, *Chairman*; Karen Makoutz, *Vice-Chairperson*; Tony Berndt; Alec Fraser; Mark McCune; Keith Swartz

Operations Committee members present: Frank Busalacchi, *Chairman*; Deb Dassow; Troy Dennhof; Alec Fraser; Mark McCune; John Zapfel

Others present: Michael Duckett, Kristi Kreklow, Shannon Schwingle, Lisa Wozny, SEWPBPD Staff; Media and other interested parties.

1) Call to Order

Chairman Stansil called the meeting to order at 3:02 pm and stated for the record that a quorum of Committee members was present to conduct business.

a) Review Open Meeting Notice

Chairman Stansil noted that the agenda was properly noticed pursuant to open meeting laws.

b) Approval of Finance Committee Meeting Minutes – June 9, 2020 Meeting

MOTION: It was moved by Ms. Makoutz and seconded by Mr. McCune to approve the minutes of the June 9, 2020 Finance Committee meeting as presented. The meeting minutes were approved by a unanimous voice vote of the Finance Committee.

c) Approval of Joint Meeting of the Finance Committee and Operations Committee Meeting Minutes – October 1, 2019 Meeting

Chairman Busalacchi called for a motion from the Operations Committee to approve the October 1, 2019 Joint Meeting of the Finance Committee and Operations Committee meeting minutes.

MOTION: It was moved by Mr. Zapfel and seconded by Ms. Dassow to approve the minutes of the October 1, 2019 Joint Meeting of the Finance Committee and Operations Committee meeting as presented. The meeting minutes were approved by a unanimous voice vote of the Operations Committee.

2) Segregated Reserve Fund (SRF)

a) Status of 2019 SRF Projects

Chairman Busalacchi presented the 2019 SRF report and noted that the projects are substantially complete and are approximately \$660,000 under budget.

b) Status of 2020 SRF Projects

Chairman Busalacchi called on Ms. Schwingle to provide an update on the 2020 SRF projects. Ms. Schwingle noted that many of the 2020 SRF projects are underway and, overall, the program is expected to be at or below budget. She provided the status of several of the ongoing projects, including the LED sports lights, parking lot repairs, installation of the fire suppression nitrogen generator system, and the PVC membrane replacement on the 1L panel. She also noted that the postseason roof maintenance activities were scheduled for the week of October 12th. Discussion ensued on the 2020 SRF projects.

**c) Finance Committee Consideration of Conceptual Approval of 2021 SRF Program
and****d) Operations Committee Consideration of Conceptual and Final Approval of 2021 SRF Program**

Chairman Busalacchi called upon Ms. Schwingle and Ms. Kreklow to provide a presentation on the proposed 2021 SRF program.

Ms. Kreklow provided an overview of the Segregated Reserve Fund and role of the District's Finance Committee and Operation Committee in approving Segregated Reserve Fund projects. She also discussed the 2021 SRF program and updated master plan, noting that large one-time replacements and updates are prioritized. Mr. Duckett noted that the 2021 SRF program and master plan prioritize the ballpark's life span to 2040.

Ms. Schwingle provided detail and pictures for each of the 2021 recommended projects. The recommended 2021 SRF projects were reviewed and discussion ensued on the proposed 2021 SRF program, including the roof control replacement, fire detection system replacement, concrete track beam repairs, and structural steel painting.

Ms. Kreklow presented updates to the SRF master plan, highlighting the roof control project and one-year delay in replacement of the audio system. She also noted that, due to anticipated future cash flow constraints, the master plan anticipates the deposit, and subsequent reimbursement, of additional funds into the SRF. Discussion ensued on the updates to the master plan, the Stabilization and Maintenance and Capital Improvement fund projections, as well as future investment returns.

MOTION: After discussion, it was moved by Ms. Dassow and seconded by Mr. Zapfel that the Operations Committee provide conceptual and final approval of the 2021 SRF program and master plan as presented. The motion was approved by a unanimous voice vote of the Operations Committee.

MOTION: Following the vote of the Operations Committee, it was moved by Mr. Berndt and seconded by Ms. Makoutz that the Finance Committee provide conceptual approval of the 2021 SRF program and master plan as presented. The motion was approved by a unanimous voice vote of the Finance Committee.

3) Convene into Closed Session to discuss personnel issues, contract negotiations, litigation or potential litigation matters, deliberate or negotiate the purchase of public properties, the investment of public funds, or conduct other specified public business, whenever competitive or bargaining reasons require a closed session

The meeting did not convene into closed session.

4) Adjourn

MOTION: It was moved by Ms. Makoutz and seconded by Mr. Dennyhof to adjourn the meeting. The motion passed by unanimous voice vote and the meeting adjourned at 3:56 pm.