



SOUTHEAST WISCONSIN PROFESSIONAL BASEBALL PARK DISTRICT

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SOUTHEAST WISCONSIN PROFESSIONAL BASEBALL PARK DISTRICT BOARD OF DIRECTORS MEETING MINUTES March 30, 2021

Teleconference

Board members present: Don Smiley, *Chairman*; Mark McCune, *Vice Chairman*; Mark Thomsen, *Secretary*; Karen Makoutz, *Treasurer*; Tony Berndt; Deb Dassow; Troy Dennhof; Alec Fraser; Terry Janssen; Jason Rae; Doug Stansil; John Zapfel

Board members excused: Frank Busalacchi

Others present: Michael Duckett, Pat Goss, Kristi Kreklow, Shannon Schwingle, Lisa Wozny, SEWPBPD Staff; Mike Brockman, Milwaukee Brewers Baseball Club; media and other interested parties.

1) Call to Order

Chairman Smiley called the meeting to order at 3:03 pm and stated for the record that a quorum of Board members was present to conduct business and that Frank Busalacchi was excused.

a) Review Open Meeting Notice

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

b) Approval of Meeting Minutes – November 10, 2020 Meeting

MOTION: It was moved by Mr. Thomsen and seconded by Mr. Dennhof to approve the minutes of the November 10, 2020 Board of Directors meeting as presented. The meeting minutes were approved by unanimous voice vote.

2) Report of the Chairman / Executive Director

a) Chairman Report

Chairman Smiley thanked everyone for their volunteer service on the Board and Committees and welcomed Terry Janssen to the Board of Directors. Mr. Janssen was recently appointed to the Board by the Waukesha County Executive. Chairman Smiley then recognized Mike Duckett, who has been serving as the District's Executive Director for 25 years. Chairman Smiley noted that Mike will begin a well-deserved retirement on April 1st and provided a summary of Mike's of service to the District. He then introduced the District's new Executive Director, Pat Goss.

b) Executive Director Report

Ms. Kreklow reviewed two memos to Board members. The first contained the Board and Committee meeting dates for the remainder of 2021 and noted that all meeting dates are subject to revision by the Board and/or Committee Chair. The second contained the contact information for the Milwaukee Brewers ticket representative for Board members wishing to purchase game tickets. The memo also provided a reminder

that the enabling legislation of the District prohibits Board members from accepting free or discounted tickets to professional baseball games.

c) Draft Committee Meeting Minutes

Chairman Smiley provided a copy of the draft meeting minutes from the November 10, 2020 Finance Committee meeting.

3) Report of Project Participation Committee

a) 2020 Project Participation Report

Chairman Smiley called upon Mr. Thomsen to present the report of the Project Participation Committee. Mr. Thomsen provided the Board with the 2020 year-end participation report, noting the District achieved 32.4% for professional services and 19.4% for improvement projects for an overall participation rate of 23.2%. Mr. Thomsen also noted that since the post-construction began in 2004, the District has achieved an overall average of 20.9% participation.

4) Report of Operations Committee

a) 2020 and 2021 Segregated Reserve Fund Report

Chairman Smiley called upon Ms. Schwingle and Ms. Kreklow to present the report of the Operations Committee. Ms. Schwingle reviewed the 2020 and 2021 SRF reports and provided an overview of projects, including the female locker room, LED sports lights, and PVC membrane replacement. Ms. Kreklow noted that the Wisconsin Department of Natural Resources recently approved the District's request to begin closure on the environmental remediation site in the river east parking lots. The District will now begin the final groundwater sampling requirements and other closure efforts required for the site.

b) Quarterly Maintenance Report

Ms. Schwingle noted that the quarterly maintenance report presented to the Milwaukee Brewers by Johnson Controls provides an overview of completed preventative and demand maintenance activities and indicates an excellent safety record.

c) Discretionary Team Project Update

Ms. Kreklow provided an overview of a briefing paper related to the lease conditions of Discretionary Team Projects performed by the Milwaukee Brewers at the ballpark. She also highlighted the recently approved State of Wisconsin statute that prohibits the District from incurring costs or obligations for signage related to a change in naming rights at the ballpark. Ms. Schwingle presented a list of Discretionary Team Projects and provided photos and a summary of the recent Discretionary Team Projects, including the left field loge level deck, the American Family Field signage, and improvements to Bernie's Chalet.

5) Report of Finance Committee

a) Report on Current Financial Status

Chairman Smiley called upon Mr. Stansil to present the report of the Finance Committee. Mr. Stansil introduced the Report on Current Financial Status dated March 30, 2021 and called upon Ms. Kreklow to provide a financial update. Ms. Kreklow reviewed the February 2021 treasurer's report, noting that the District has a fund balance of \$6 million in the unrestricted Operating fund and the restricted balances include approximately \$14.9 million in the Segregated Reserve Fund, \$21.7 million in the Stabilization fund, \$415,000 in the Maintenance and Capital Improvement fund, and \$42.2 million in the Asset-Liability Matching fund.

Ms. Kreklow presented the final 2020 budget, noting that expenses were \$257,400 under budget, primarily due to a lower than anticipated property insurance premium. The rent abatement amount of \$600,000 during the year was offset by higher than anticipated sales tax revenues at the beginning of 2020. She stated that the field work for the 2020 audit will take place the week of April 12, 2021.

The 2021 budget was reviewed and Ms. Kreklow noted that she anticipates the District's share of the property insurance premium to be slightly over budget for the year. The 2020 premium was the lowest amount since the ballpark opened and the 2021 premium amount is expected to be closer to the historical average. She noted that the District received \$90,000 from a Focus on Energy grant for the LED sports light project and that the funds will remaining in the SRF for future projects. Overall, the District expects to be at or below the 2021 budget. Discussion ensued on the 2021 budget.

b) District Investment Report

Mr. Stansil presented the investment update from Associated for the District's investment accounts. He noted that the Finance Committee reviewed the report at its meeting earlier in the day.

c) District Insurance Summary

Mr. Stansil presented a summary of the District's 2021 general liability, property, crime, and director and officers insurance coverage and premiums. He noted that premiums are similar to the 2020 amounts and that Wisconsin Municipal Mutual Insurance Company provides the coverage.

6) Other Business

a) Correspondence to be Discussed

Chairman Smiley called upon Ms. Kreklow to present notable communications sent and received by the District since the last Board of Director's meeting. Ms. Kreklow highlighted the press release detailing the change in the District's Executive Director and provided the distribution list for the release. She also commented on a newspaper article which stated the stadium was approved to open at 25% capacity for the start of the baseball season.

b) Other Communications

Chairman Smiley indicated that tab 6b contains some of the pertinent communications the District has received or sent since the last Board of Directors meeting.

7) 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.

8) Adjourn

MOTION: It was moved by Mr. Stansil and seconded by Ms. Makoutz to adjourn the meeting. The motion passed by unanimous voice vote and the Board of Directors meeting was adjourned at 3:53 pm.