



SOUTHEAST WISCONSIN PROFESSIONAL BASEBALL PARK DISTRICT

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SOUTHEAST WISCONSIN PROFESSIONAL BASEBALL PARK DISTRICT BOARD OF DIRECTORS MEETING MINUTES November 9, 2021

American Family Field
SEWPBPD Conference Room
1 Brewers Way
Milwaukee, WI 53214

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

Excused: Frank Busalacchi

Others present: Pat Goss, Kristi Kreklow, Shannon Schwingle, Lisa Wozny, SEWPBPD Staff; Mike Brockman, MBBC; media and other interested parties.

1) Call to Order

Chairman Sheehy called the meeting to order at 3:00 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 Sheehy noted that the agenda was properly noticed pursuant to open meeting laws.

b) Approval of Meeting Minutes – September 14, 2021 Meeting

MOTION: It was moved by Mr. Thomsen and seconded by Mr. Zapfel to approve the minutes of the September 14, 2021 Board of Directors meeting as presented. The meeting minutes were approved by a unanimous voice vote.

2) Report of the Chairman / Executive Director

a) Chairman Report

Chairman Sheehy thanked everyone for their volunteer service on the Board and Committees and stated he would be reaching out to each Board member individually to set up a time to meet after the new year.

b) Executive Director Report

Chairman Sheehy introduced the Executive Director, Pat Goss, and asked him to provide an update of District activities. Mr. Goss provided dates for the 2022 Board of Directors and Committee meetings. He also presented a memo on the District's policy regarding the acceptance of gifts. Discussion ensued on the gift acceptance policy.

c) Draft Committee Meeting Minutes

Chairman Sheehy noted a copy of the draft meeting minutes from the October 5, 2021 Committee meetings were provided for informational purposes.

3) Report of Project Participation Committee

a) Project Participation Report

Chairman Sheehy called upon Mr. Thomsen to present the report of the Project Participation Committee. Mr. Thomsen provided the Board with the current participation report, noting the District achieved 47.6% participation for professional services and 20.8% for improvement projects for an overall diverse participation rate of 33.9%. Mr. Thomsen also noted that since the post-construction participation program began in 2004, the District has achieved an overall average of 20.9% participation. Mr. Thomsen noted that participation percentages fluctuate throughout the year, but the goals have always been met.

4) Report of Operations Committee

a) 2020, 2021 and 2022 Segregated Reserve Fund Report

Chairman Sheehy called upon Mr. Zapfel to present the report of the Operations Committee. Mr. Zapfel called upon Ms. Schwingle to review the 2020, 2021 and 2022 SRF reports and newly adopted 2021 master plan. Ms. Schwingle provided an overview, noting that the 2020 projects have been completed and will be approximately \$235,000 under budget. She informed the Board that 2021 projects were underway, including the fire detection system replacement, retractable roof controls replacement, structural steel painting, and PVC membrane replacement. Ms. Schwingle commented on the status of the retractable roof controls replacement project, noting the system is currently being tested with the control system installation vendor and manufacturer. Ms. Kreklow described the environmental management activities, including progress of the implementation of the District's most recent WPDES MS4 permit requirements and closure of the east lot remediation site.

Ms. Schwingle presented the 2022 SRF projects, noting that the 2022 SRF program was approved by the Operations and Finance Committees in October. She noted that RFPs had been released and contracts awarded for several of the projects, including the flat roof replacement, PVC membrane replacement, roadway/pavement repairs, and the broadcast room cooling unit installation. She explained that the District is currently working on the design of the new sound system in conjunction with the Brewers and work is expected to be completed in the 2022-2023 off season. Discussion ensued on the SRF projects.

5) Report of Finance Committee

a) Report on Current Financial Status

Chairman Sheehy called upon Mr. Stansil to present the report of the Finance Committee. Mr. Stansil introduced the Report on Current Financial Status dated November 9, 2021 and called upon Ms. Kreklow to provide a financial update. Ms. Kreklow reviewed the September 2021 treasurer's report, noting that the District has a fund balance of \$5.4 million in the unrestricted Operating fund and the restricted balances include approximately \$14.4 million in the Segregated Reserve Fund, \$21.7 million in the Stabilization fund, \$584,000 in the Maintenance and Capital Improvement fund, and \$42.7 million in the Asset-Liability Matching fund.

Ms. Kreklow reviewed the 2021 budget noting that this year's insurance premium was slightly over budget but overall expenditures are expected to be \$103,000 under budget. She also noted that \$1.2 million dollars in revenue is expected at the end of November from the Milwaukee Brewers annual rent payment.

b) District Investment Report

Mr. Stansil presented the investment performance summary from Associated for the District's investment accounts. He commented that that interest rates remain very low.

c) Consideration of Resolution # 2021-02 relating to Adopting the 2022 District Budget

Mr. Stansil presented the 2022 proposed budget and stated that the budget was published in a local newspaper and on the District’s website. The Finance Committee held a public hearing on the proposed budget earlier in the day. He noted there were no speakers or comments at the public hearing and called upon Ms. Kreklow to provide a summary of the 2022 proposed budget.

Ms. Kreklow reviewed the 2022 proposed budget, noting that the expenses increased by \$105,000 due to increased insurance premiums as well as increased management and administration of larger SRF projects and implementation of new environmental permit requirements. Revenues include operating fund investment income and Milwaukee Brewers rent and total \$1.25 million. The use of resources include \$2.345 million from the Asset – Liability matching fund. Overall, the District plans to increase its operating fund balance by approximately \$48,000. Restricted revenues include license plate sales, which are expected to increase slightly, and investment income in the restricted accounts, which are anticipated to decrease due to lower interest rates.

MOTION: It was moved by Mr. Stansil and seconded by Ms. Makoutz to adopt Resolution #2021-02 as presented. The motion passed by a unanimous roll call vote.

6) Other Business

a) Consideration of Resolution #2021-03 relating to Appointment of Officers for Calendar Year 2022 and Approval of District Actions for Calendar Year 2021

Chairman Sheehy thanked the officers on the Board of Directors for their volunteer service and presented the list of officers recommended for the 2022 calendar year.

MOTION: It was moved by Ms. Dassow and seconded by Mr. Rae to adopt Resolution #2021-03 as presented. The motion passed by a unanimous voice vote.

b) Other Communications

Chairman Sheehy indicated that tab 6b contains some of the correspondence and related news items the District has received or sent since the last Board of Directors meeting on September 14, 2021.

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

Chairman Sheehy asked for a motion to move the meeting into closed session to allow for a discussion with the District’s legal counsel regarding potential litigation.

MOTION: It was moved by Mr. Zapfel and seconded by Ms. Makoutz to convene the meeting into closed session. The motion passed by a unanimous roll call vote and the Board of Directors meeting convened in closed session at 3:28 pm.

MOTION: It was moved by Mr. Zapfel and seconded by Mr. McCune to reconvene in open session. The motion passed by a unanimous roll call vote and the Board of Directors meeting reconvened in open session at 4:35 pm.

Chairman Sheehy stated that, during the closed session, the District Board of Directors discussed potential litigation matters with the District’s legal counsel. At the end of the discussion, the District Board of Directors voted to return the meeting to open session.

8) Adjourn

MOTION: It was moved by Mr. Zapfel and seconded by Mr. Rae to adjourn the meeting. The motion passed by a unanimous voice vote and the Board of Directors meeting was adjourned at 4:39 pm.