



SOUTHEAST WISCONSIN PROFESSIONAL BASEBALL PARK DISTRICT

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SOUTHEAST WISCONSIN PROFESSIONAL BASEBALL PARK DISTRICT BOARD OF DIRECTORS MEETING MINUTES Tuesday, September 13, 2022

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

Board members present: Tim Sheehy, *Chairman*; Karen Makoutz, *Treasurer*; Tony Berndt; Frank Busalacchi; Deb Dassow; Troy Dennhof; Alec Fraser; Terry Janssen; Dominic Ortiz; Jason Rae; Doug Stansil; John Zapfel

Board members excused: Mark McCune, *Vice Chairman*

Others present: Pat Goss, Kristi Kreklow, Shannon Schwingle, Lisa Wozny, *SEWPBPD Staff*; Robert Habich, *Davis & Kuelthau (closed session only)*; Mike Brockman, *Milwaukee Brewers Baseball Club*; 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 Mark McCune 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 - Meeting of June 7, 2022

Chairman Sheehy asked if there were any corrections or additions to the June 7, 2022, meeting minutes. There were none.

MOTION: It was moved by Mr. Busalacchi and seconded by Mr. Zapfel to approve the minutes of the June 7, 2022 Board of Directors meeting as presented. The meeting minutes were approved by a unanimous voice vote.

2) Report of Chairman / Executive Director

a) Chairman Report

Chairman Sheehy thanked Mark Thomsen for his service on the Board of Directors as the Secretary and Chairman of the Project Participation Committee. He welcomed and introduced Mr. Dominic Ortiz, the newly appointed City of Milwaukee representative. Mr. Ortiz provided an overview of his professional background.

b) Executive Director Report

Chairman Sheehy introduced the Executive Director, Pat Goss. Mr. Goss provided a brief update, highlighting the remaining 2022 meeting dates and the tentative 2023 meeting dates.

c) Draft Committee Meeting Minutes

Chairman Sheehy noted a copy of the draft meeting minutes from the June 7, 2022, Finance Committee and August 29, 2022, Project Participation Committee meeting were provided for informational purposes.

3) Report of Project Participation Committee

a) Project Participation Report

Chairman Sheehy called upon Mr. Rae to present the report of the Project Participation Committee. Mr. Rae summarized the report, noting the District achieved 42.3% participation for professional services and 43.1% for improvement projects for an overall diverse participation rate of 43% to date. He also noted that he has asked staff to begin implementation of a plan to improve outreach and an increased awareness of bidding opportunities to diverse firms. Discussion ensued on the outreach plan and diverse firm groups. Ms. Makoutz recommended adding a women-owned business organization to the list.

b) Brewers Community Foundation Annual Community Scholarship Report

Mr. Rae presented the Brewers Community Foundation Annual Community Scholarship Report. He highlighted that the fund balance was \$500,000 as of June 2022 and that there were two recipients that each received \$2,500 scholarships for the 2022-2023 school year.

4) Report of Operations Committee

a) Segregated Reserve Fund

i) 2021 and 2022 Update

Chairman Sheehy called upon Mr. Busalacchi to present the report of the Operations Committee. Mr. Busalacchi called upon Ms. Schwingle to review the 2021 and 2022 SRF reports. Ms. Schwingle provided an overview of the ongoing projects, including the fire detection system replacement, PVC membrane replacement, audio system replacement and environmental management. Mr. Busalacchi reviewed the current master plan. Discussion ensued on the SRF projects.

b) Quarterly Maintenance Report

Mr. Busalacchi called upon Ms. Schwingle to provide an overview of the quarterly maintenance report. Ms. Schwingle reviewed the report, highlighting the demand and preventative maintenance that was completed within the quarter. The slight delays in preventative maintenance were due to several concerts which required maintenance staff hours during the quarter. She also noted that Johnson Controls continues to maintain an exemplary safety record.

c) Discretionary Team Project Update

Mr. Busalacchi called upon Ms. Schwingle to present an update of a Discretionary Team Project. Ms. Schwingle provided a brief overview of the new "American Family Field" sign on the northeast side of the building that will be installed this week. Discussion ensued on the Discretionary Team 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 September 13, 2022 and called upon Ms. Kreklow to provide a financial update. Ms. Kreklow reviewed the July 2022 treasurer's report, noting that the District had a balance of \$990,000 in the unrestricted Operating fund and the restricted balances included approximately \$12 million in the Segregated Reserve Fund, \$25.5 million in the Stabilization fund, \$867,000 in the Maintenance and Capital Improvement fund, and \$37.3 million in the Asset-Liability Matching fund. Ms. Kreklow explained that investment income reflects the mark-to-market valuation. She also noted that the Maintenance and Capital Improvement fund revenue includes a \$95,000 deposit from the second quarter license plate sales.

Ms. Kreklow provided an overview of the 2022 budget, noting that it is tracking well and the \$90,000 use of operating funds for the higher than budgeted property insurance premium will likely not need to be utilized.

b) Associated Investment Report

Mr. Stansil reviewed the Associated investment performance and holdings, noting that inflation and interest rates are expected to rise.

6) Other Business

a) Resolution #2022-05 Appointing the Secretary

Chairman Sheehy introduced Resolution #2022-05 which appoints board member Deb Dassow as Secretary of the Board of Directors.

MOTION: It was moved by Mr. Rae and seconded by Mr. Zapfel to approve Resolution #2022-05 as presented. The motion was approved by a unanimous voice vote.

b) Correspondence to be Discussed

Chairman Sheehy called upon Mr. Goss to present notable correspondence that occurred since the last Board of Directors meeting. Mr. Goss highlighted correspondence detailing the recurring vendor review process as well as the distribution letter to local and state officials on the availability of the District's 2021 financial statements. Discussion ensued on the vendor review process.

c) Other Communications

Chairman Sheehy indicated that tab 6c contains some of the correspondence and related news items 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.

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 legal matters.

MOTION: The Board of Directors unanimously voted to convene the meeting into closed session and the Board of Directors meeting convened in closed session at 3:31 pm.

MOTION: The Board of Directors unanimously voted to reconvene in open session and the Board of Directors meeting reconvened in open session at 4:24 pm.

Chairman Sheehy stated that during the closed session the District Board of Directors discussed legal 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. Janssen to adjourn the meeting. The motion passed by a unanimous voice vote and the Board of Directors meeting was adjourned at 4:26 pm.