

Harbor District, Inc.

Board of Directors

January 4, 2022

AGENDA

1. Call to Order and Icebreaker (Bynum)
2. Approval of Minutes (Bynum)
3. Financial Report (Afsari)
 - a. Audit
4. Report: Komatsu Oil Spill
5. Staff Updates and Action Items
 - a.
6. Executive Session (Bynum)
 - a. Executive Director Search (Rick Little, Julep Consulting)

Harbor District, Inc.
Board of Directors Meeting
November 2, 2021, 9:00 am
Michels

Board Members in Attendance

Marvin Bynum	Eric Dick	Rosamaria Martinez
David Stegeman	Gary Ballesteros	John Koetz
Carolyn Esswein	Elmer Moore Jr.	Paulina Gutierrez
Nahid Afsari	Ivan Gamboa	Tim Hoelter
David Misky		

Staff and Others in Attendance

Lilith Fowler, HDI	Natalia Hernandez, HDI	Katie Stensberg, HDI
Melony Pederson, HDI	Aaron Zeleske, HDI	Jared Tabares, HDI

Agenda and Notes

1. Call to Order (Bynum)
2. Approval of Minutes (Bynum)
Motion to approve the minutes from the September 14, 2021 Harbor District, Inc. board meeting. Moved by, seconded by David Stegeman, unanimously approved.
3. Treasurer's Report (Afsari)
4. Staff Report and Action Items (Fowler)
 - a. Introduction of Jared Tabares
 - i. Notes from discussion:
 1. Make sure that HDI staff are working safely when tasked with jobs outside of his/her role. Lilith to connect with Eric Dick regarding how to introduce safety measures.
 2. Graffiti on the container structure in Harbor View Plaza. How to make the top level more visible to curb graffiti. Possibly cut more holes and or light.

b. Trash Collector Contract (Zeleske)

Motion to approve the Trash Collector Contract understanding the HDI staff will follow up with the HDI Board recommendations to: install safety standards, request for late delivery clause and liquidated damages clause. Moved by Elmer Moore Jr., seconded by Rosamaria Martinez. Unanimously approved. The motion passes.

i. Notes from discussion:

1. Phases of the contract - design, fabrication, installation
2. Who will be responsible for general maintenance
3. How to establish safety guidelines
4. Should we introduce engineers to review the piece of equipment upon delivery?
5. EPA Grant timeline; HDI staff is in close communication

c. Incubator Discussion (Pederson)

i. Notes from discussion:

1. Keep the conversation as a strategy not an outcome
2. Identify a specific target for using the space
3. Do we want to be highly visible?
4. Question of staff hours for this

5. Executive Session (Bynum)

6. Adjourn Motion to adjourn the meeting. Moved by, seconded by unanimous approval.

Reminder of upcoming meeting: Next Board meeting, January 4, 2022 at 9 am

**Harbor District, Inc. Staff Report
November - December 2021**

PLANNING

KK-Greenfield Harborwalk: Melony is moving ahead with a contract with the Walbec Group for this project. Walbec will hold the contract with Site Design from Chicago for the design, to ensure that we get a design that is feasible and affordable.

Kinnickinnic River Bike Trail Connections: Through a recent RFP, the City Dept of Public Works selected Smith Group to design improvements at various points along the KK Bike Trail. Smith Group included HDI as a subconsultant on their team to manage public engagement and stakeholder input. Natalia is planning a variety of virtual and in-person activities, including a trail ride to highlight problem spots.

REDEVELOPMENT, CLEANUP, AND RESTORATION

Harbor View Plaza: Jared installed Christmas lights and the plaza looks quite festive.

Habitat Hotels: We have several concepts of future iterations of the Habitat Hotel project that meet the same goals but minimize maintenance. Aaron is getting feedback on them from partner organizations and his Ecology advisory committee.

Grand Trunk Wetland: HDI won a \$420,000 grant for construction of green infrastructure adjacent to Grand Trunk, but recently learned from our partners at the City that the project will not be feasible. Aaron is working to find a substitute project to use these funds that will meet the funding priorities of National Fish and Wildlife Foundation funder. There are limited opportunities to meet the goals of the grant we were awarded within the Harbor District.

Trash Collector: Subsequent to the last board meeting, we executed the contract with Aquarius Systems to build the Trash Collector. They have begun design work. Aaron continues to work on permitting for the project. Lilith is working on securing the additional \$100,000 needed to complete the project and plans to reach out to the Kinnickinnic River BID (BID 35) to request a contribution.

Habitat Restoration: Buckthorn season has been in full swing. Aaron has been removing invasive shrubs on the Kinnickinnic and spreading a small amount of native seed. The

COMMUNITY AND ECONOMIC DEVELOPMENT

District Directory: With funding from BID 51 and Komatsu Mining, we completed a directory of businesses in and near the District. The Directory is available on line, and a printable version is available for business sponsors to print themselves and share with employees or customers.

Business Outreach: After a sparsely attended BID social in December, we will be reaching out to businesses one on one to strengthen relationships that have suffered during Covid.

Incubator: Melony and Liliith have been information-gathering for this project via local and national partners and models.

BID- District Signage: The BID's goal of installing gateway signage for the Harbor District at a couple of key entry points continues to be a difficult challenge. We haven't given up, but the goal of getting signs in the ground by the end of 2021 has obviously eluded us.

OUTREACH AND ENGAGEMENT

Marketing & Communications: Liliith is working with Jared to create a Not-Annual Report. We are seeking ideas for what to call this document - the first of its kind in the organization's 7 years, and not something we plan to do every year from here on out - please let us know if you have suggestions!

Presentations, Talks and Social Gatherings: In early December, Melony and Natalia presented at UWM's School of Architecture and Urban Planning's Innovative Cities Lecture Series. The presentation was titled, *Creating a Vibrant Waterfront: Measuring Progress in the Harbor District and Defining Goals for the Next Phase*.

Natalia was a panelist at MMSD'S monthly Youth Council meeting. She also participated in a listening session with the Port of Milwaukee and Kaszube Descendants.

Neighborhood Advisory Committee: The Neighborhood Advisory Committee had their quarterly meeting in late November. They provided important input and discussion on the Kinnickinnic River Trail Connection project and the 53H20 Initiative.

School Programming: Harbor District, Inc. was a featured partner in the Learn Deep Collab Lab in December. Natalia worked with several educators to work through their community engagement plans for their school projects that will focus on water issues.

FINANCES, ADMINISTRATION AND BOARD SUPPORT

Audit and Bookkeeping: We received a clean audit opinion. Our bookkeeper, Judy Krause, has been out due to a back surgery for a few weeks, but will be coming in on January 10th to catch back up and prepare December statements.

Fundraising: We received two funding commitments for 2022: \$70,000 from the Brico Fund, and \$15,000 from the Prairie Springs Foundation - Paul Fleckenstein Trust. We also received a \$10,000 operating support contribution from Komatsu Mining. Our contract with Smith Group will bring in \$11,000 in earned revenue. These funds put us ahead of our revenue budget for the year.

Office/COVID Update: HDI is closing for the week between Christmas and New Year. This is always a quiet week, and with spiking Covid cases and the general fatigue we are all experiencing, it seemed like a perfect time to give everyone a respite. For January, we will be going back to a largely virtual schedule, with no more than one person occupying an office at a time.