

Milwaukee Harbor District
Meeting of the Board of Directors
January 10, 2023

Godfrey & Kahn, 833 East Michigan Street
or via Teams (link below)

AGENDA

1. Icebreaker/Introductions (Bynum)
2. Approval of Minutes (Bynum)
3. Treasurer's Report
 - a. Balance Sheet, Statement of Activity, Snapshot (Afsari)
4. Staff Reports and Action Items (Torhorst)
 - a. West Bank Update
 - b. Barclay Corridor Zoning Update
5. Board Committee Action Items (Bynum)
 - a. Information only Board member recruitment - 4 positions to replace Carolyn Esswein, Ivan Gamboa, Patricia Hoben, Tim Hoelter
6. Next meeting date: March 7, 2023; 8am
7. Adjourn

Microsoft Teams meeting

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Milwaukee Harbor District Staff Report November 2022 - January 2023

PLANNING AND PROJECTS

Greenfield to KK Harborwalk (in front of Komatsu):

The City has requested the DNR permit for a pier, dock, and floating gangway. The 30-day comment period began January 4. The Department has made a tentative determination that it will issue the permit for the proposed activity.

We will be having the NAC provide feedback to the Smith Group on the narrative stories being included. This will hopefully happen in January.

West Bank Harborwalk:

With designs and cost estimates in hand, Tia and Aaron have been having many conversations with MMSD, MKE Rec, and the City to enable construction to happen next year. We are working through where our funding will come from to match the City's 70% Riverwalk contribution. We submitted an application for construction funds to the Wisconsin Coastal Management Program that is pending. An additional opportunity surfaced through the EPA, who has some funding available for environmental justice projects. A group of Area of Concern stakeholders, including the Community Advisory Committee, have been meeting regularly since November to identify projects to propose to EPA. We intend to apply for construction funding through this opportunity. Tia will provide a verbal status report during the board meeting as well.

Kinnickinnic River Bike Trail Connections:

Due to a WisDOT contracting issue the project has been put on hold until Spring 2023. Conversations with Smith Group and the City are beginning again.

Riverwalk Habitat Projects:

Aaron has been working with owners of 2005 S. Kinnickinnic on their Riverwalk concept. The owners hired Sigma Engineering to do the design, which is in very early stages. The initial concepts incorporated vegetated shoreline and interesting boardwalk access paths. The property abuts a railroad and Tia and Aaron have been strategizing on how best to approach the railroad and make the most effective and efficient asks, not just for this project, but for the big picture of the District. The owners will need to complete work in 2023 or Harbor District will need to apply for an extension. We are working diligently to understand their timeline and reassess options for reuse if necessary.

Ecological Breakwater

In November, we were notified of the approval of our grant proposal for about \$450,000 for preliminary engineering and design of enlarged outer breakwater systems that will incorporate fish and wildlife habitat improvements below and above the waterline. Aaron has continued discussions with the engineering firm that assisted with the application to define the scope, schedule, and role of various stakeholders. We also await the formal grant agreement from the

funder, National Fish and Wildlife Foundation. Tia is working with Senator Baldwin's office and Mayor Johnson's office for a public announcement event as soon as the Senator's schedule permits in January. We will share the information as soon as it is available if board members would like to attend.

COMMUNITY AND ECONOMIC DEVELOPMENT

BID/District Signage:

Permission for installation of the last sign is in the final stages with the Department of Neighborhood Services. We expect the sign to be installed in the next several months depending on Gallas Metalworks availability once final clearance is secured.

Harbor View Plaza:

We lit up the Plaza for the holiday season. To keep the Harbor bright we will be keeping the lights up until late winter or early spring.

On November 29, a semi truck attempted to drive around the roundabout and lodged itself in the center. Thankfully, no one was hurt and none of our property or infrastructure in the Plaza was damaged. The City of Milwaukee is responsible for replacing the boulders to their original location and remediating the vegetation (likely in Spring). The number of "accidents" has been numerous enough that we will be talking with the City about how to protect the new Riverwalk section from future issues.

OUTREACH AND ENGAGEMENT

Marketing & Communications:

We are working with Senator Baldwin's office and Mayor Johnson's office for a public announcement event in January for the NFWF/NOAA grant for the ecobreakwater.

Harbor District in the news:

[Bear Development's award of City of Milwaukee trust fund dollars for 123 and 147 E. Becher St.](#)

[The city Redevelopment Authority has selected Rule Enterprises LLC for the development of the city-owned parcel at 200 E. Greenfield Ave](#)

[Bridgewater Modern Grill opens at River 1 Complex](#)

[212 E Mineral secured a zoning change for possible purchase](#)

[City of Milwaukee Riverwalk secures final approval from City Plan Commission](#)

[Spectrum News 1 covers opening of Water Current tour](#)

Events & Outreach:

Tia provided a briefing at Komatsu and then spent the day hosting and touring Milwaukee with the US Midwest Learning Exchange and Study Transforming Industrial Heartland Tour group. UK and European local and regional officials, economic development and structural change practitioners, and policy shapers interested in learning about effective structural change

initiatives toured Milwaukee. The event is hosted by the International Policy Center & Weiser Diplomacy Center at the Gerald R. Ford School of Public Policy, University of Michigan.

Rockwell virtually hosted Tia for Georgetown University's McDonough School of Business New Strategies Fundraising Intensive for 20 hours in late November/early December.

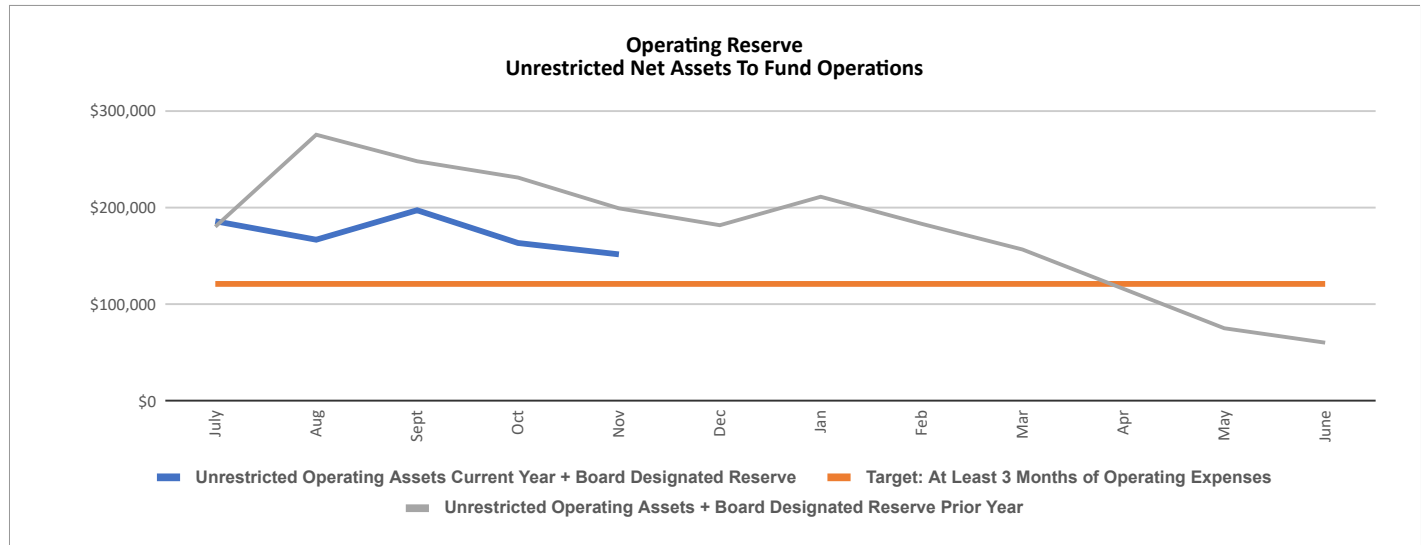
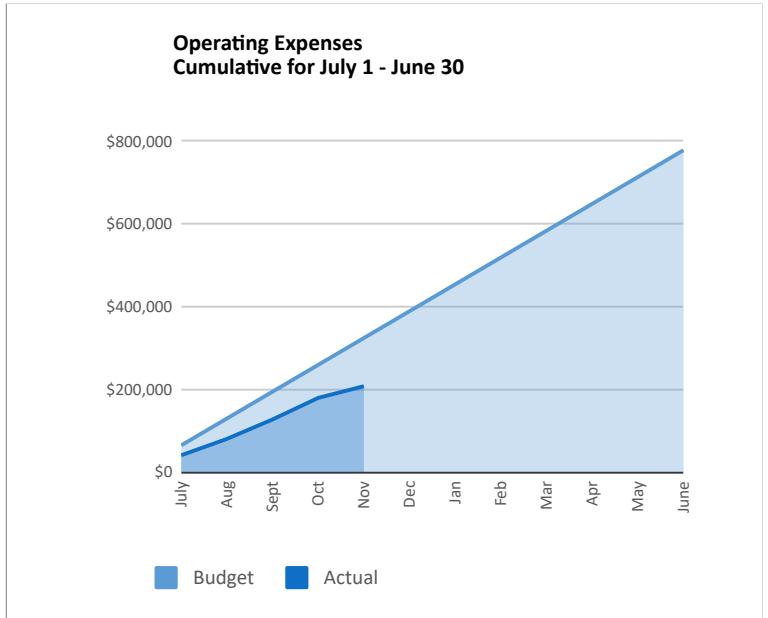
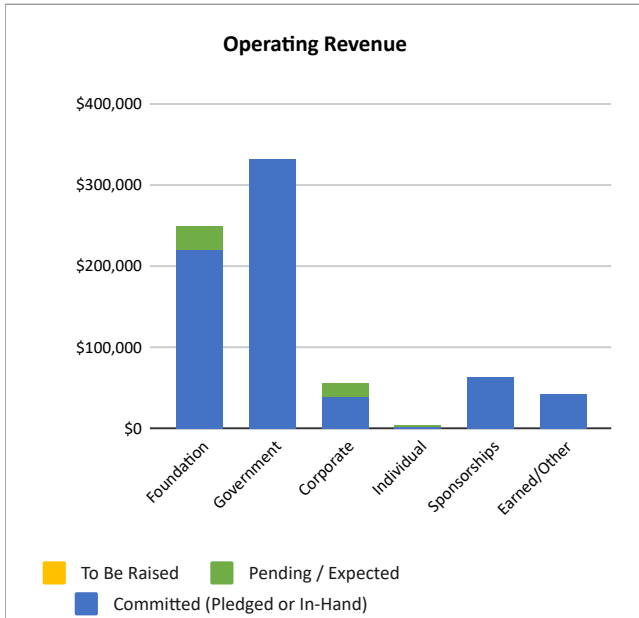
Community Science:

Aaron has been working with the Milwaukee Public Museum on a grant proposal to the National Science Foundation that would support biodiversity studies and community engagement around outdoor science activities. This funding proposal will include operational support for Harbor District and will collect data to compare the biodiversity found in the District with that found in other ecosystems in the state.

New Harbor District Staff:

Please welcome Director of Economic Development Amy Narr and Director of Placemaking Nora Godoy-González!

Harbor District, Inc. November 2022 Financial Snapshot



Highlights

- 95% of budgeted operating revenue is pledged or in-hand.
- Operating expenses are at 27% of budget at 42% of the year.
- Two new staff will start in their roles January 9th! Due to this, monthly operating expenses will increase in future reports.

Balance Sheet Summary

	2-mo Chg	Balance 11/30
Non-Fixed Assets	-17%	\$ 331,761
Fixed Assets	0%	\$ 1,296,815
Liabilities	74%	\$ 4,550
Net Assets	-4%	\$ 1,624,026

Harbor District, Inc. Statement of Activity November 2022 (42% of Fiscal Year)	Operating Budget 2022-2023					Non-Operating	Organizational
	Actual	Actual	Actual	Budget	YTD %	Actual	Total
	Nov-22	Oct-22	July - Nov	(Annual)	Of Budget	YTD	Actual
Revenue							
4065 Foundation Contributions	0	0	162,500	244,300	67%	-142,500	20,000
4070 Government Contributions	5,010	1,193	6,198	331,797	2%	6,360	12,558
4073 Corporate Contributions	0	0	40,700	55,700	73%	0	40,700
4074 BID Contributions	0	0	0	0	n/a	0	0
4075 Individual Contributions	2,175	0	2,180	5,000	44%	0	2,180
4076 Sponsorships	0	0	64,000	59,000	108%	-18,500	45,500
4080 Earned Income	17,200	1,370	8,410	40,500	21%	0	8,410
4082 In-Kind Contributions	0	2,855	2,855	4,535	63%	0	2,855
4085 Interest Income	9	9	44	0	n/a	0	44
Total Revenue	\$24,393	\$5,427	\$286,888	\$740,832	39%	-\$154,640	\$132,248
Carryover Revenue from FY 21-22			60,548	60,548		377,490	438,038
Total Revenue + Carryover			\$347,436	\$801,380	43%	\$222,850	\$570,286
Expenditures							
7200 Salaries & related expenses	19,836	24,028	119,627	320,645	37%	0	119,627
7240 Benefits	-11	1,060	4,903	9,731	50%	0	4,903
7250 Payroll taxes	1,509	1,830	9,150	25,650	36%	0	9,150
7540 Consultant & Professional Fees							
7520 Accounting fees	2,035	3,379	9,525	23,281	41%	0	9,525
7530 Legal Fees	0	0	0	3,000	0%	0	0
7542 Architecture & Engineering Fees	0	0	0	0	n/a	0	0
7544 Art, Photography, Graphic Design	0	3,640	4,140	5,800	71%	400	4,540
7545 Partner Contracts/Sub-Grants	0	0	1,150	162,000	1%	30,137	31,287
7546 Maintenance Services	0	0	0	0	n/a	0	0
7547 Security Services	0	0	0	0	n/a	0	0
7548 Other Professional Fees	0	4,400	6,275	131,899	5%	0	6,275
Total 7540 Consultant & Professional Fees	\$2,035	\$11,419	\$21,090	\$325,980	6%	\$30,537	\$51,627
7550 Marketing & Advertising	577	251	1,820	9,300	20%	0	1,820

Harbor District, Inc.
Statement of Activity
November 2022 (42% of Fiscal Year)

	Operating Budget 2022-2023					Non-Operating	Organizational
	Actual Nov-22	Actual Oct-22	Actual July - Nov	Budget (Annual)	YTD % Of Budget	Actual YTD	Total Actual YTD
7560 Signage	0	0	113	1,747	6%	0	113
8000 BID Grants to Others	0	0	0	0	n/a	0	0
8110 Supplies Expense	3,002	1,378	8,682	17,300	50%	346	9,028
8130 Telephone & Internet	300	349	1,575	2,500	63%	0	1,575
8135 Meals and Entertainment	44	599	5,282	9,515	56%	148	5,430
8140 Postage, shipping, delivery	11	44	55	1200	5%	0	55
8170 Printing & copying	0	1,748	1,926	3,190	60%	788	2,714
8175 Software	49	329	991	1,500	66%	495	1,486
8180 Books, subscriptions, reference	44	167	339	700	48%	0	339
8190 Dues & Contributions	336	0	1406	2500	56%	0	1,406
8195 Licenses and Permits	0	0	85	531	16%	0	85
8210 Rent, parking, other occupancy	708	702	4,205	8,385	50%	30	4,235
8260 Furniture Fixtures & Equipment	0	0	0	3,000	0%	0	0
8270 Equipment Rental	0	6,036	10,754	11,289	95%	0	10,754
8280 Boat, Bus, and Venue Rentals	0	0	3,832	3,960	97%	0	3,832
8310 Travel expenses	0	2,167	4,320	8,040	54%	0	4,320
8320 Conferences and Training	0	0	1,429	4,000	36%	0	1,429
8500 Misc expenses	0	0	0	700	0%	0	0
8520 Insurance - non-employee	0	0	5,525	6,020	92%	0	5,525
8591 Bank and credit card fees	-115	51	137	600	23%	204	341
9000 Workers Compensation	0	0	828	1,300	64%	0	828
Total Expenditures	\$28,325	\$52,155	\$208,076	\$779,283	27%	\$32,547	\$240,623
Capitalized Expenses	0	0	0	0	n/a	0	0
Net Revenue with carryover	-\$3,932	-\$46,728	\$139,360	\$22,097		\$190,303	\$329,662

Harbor District, Inc.
Balance Sheet
As of November 30, 2022

	<u>As of 11/30/22</u>	<u>As of 10/31/22</u>
ASSETS		
<u>Current Assets</u>		
1010 Checking account	98,153	79,729
1020 Savings account	175,258	175,250
1110 Accounts receivable (Short-Term)	72,354	113,059
1450 Prepaid Expense	996	996
Total Current Assets	\$346,761	\$369,034
 <u>Long Term Assets</u>		
1110 Accounts Receivable (Long-Term)	\$0	\$0
 <u>Fixed Assets</u>		
1620 Leasehold Improvements	1,421,981	1,421,981
1640 Furniture, Fixtures, & Equip	6,386	6,386
1650 Fixed Assets in Progress	44,500	44,500
1720 Accum Deprec- Leasehold Improvements	-172,676	-172,676
1745 Accum deprec- Furn, Fix, Equip	-3,375	-3,375
Total Fixed Assets	\$1,296,815	\$1,296,815
 TOTAL ASSETS	 \$1,643,576	 \$1,665,850
 LIABILITIES AND NET ASSETS		
<u>Liabilities</u>		
2110 Accounts Payable	1,935	0
2180 Accrued Vacation	2,615	2,615
2400 Deferred Revenue	0	0
2500 Loan Payable	0	0
Total Liabilities	\$4,550	\$2,615
 <u>Net Assets</u>		
3020 Unrestricted Operating Assets	134,705	146,464
3030 Board-Designated Operating Reserve	17,186	17,186
3040 Unrestricted Fixed Assets	1,296,815	1,296,815
Total 3000 Unrestricted Net Assets	\$1,448,706	\$1,460,465
 3100 Temporarily Restricted Net Assets	 190,320	 202,770
Total Net Assets	\$1,639,026	\$1,663,235
 TOTAL LIABILITIES AND NET ASSETS	 \$1,643,576	 \$1,665,850

Harbor District Inc.
Meeting of the Board of Directors
November 8, 2022
Location: MMSD

Minutes

Board Members in Attendance: Paulina Gutierrez, Eric Dick, Tom O'Reilly, Dan Druml, Marvin Bynum, Rosamaria Martinez, Ivan Gamboa, Elmer Moore

Online: Ivan Gamboa, Natanael Martinez, Carolyn Esswein, David Stegeman, Patricia Hoben, Nahid Afsari, Joanne Anton, Tim Hoelter, Lafayette Crump

Harbor District Staff in Attendance: Tia Torhorst, Katie Stensberg, Aaron Zeleske

Kevin Schaefer, MMSD; Nadia Vogt, MMSD; Steve Kass, Ducks Unlimited; Elissa Remington

Notes

1. Call to Order (Bynum)
2. Welcome from Kevin Shafer, MMSD Executive Director
3. Reforestation & Wetland Restoration Program
 - a. Overview (Kevin Shafer, MMSD and Steve Kass, Ducks Unlimited)
 - b. Goals and Objectives of the program (Nadia Vogt, MMSD Senior Project Manager)
4. Motion to approve the minutes from September 13, 2022 Harbor District, Inc. board meeting. Moved by Elmer Moore, seconded by Ivan Gamboa, unanimously approved.
5. Budget Reassessment (Torhorst)
 - a. Review of proposed new budget, a more accurate read of where we are moving forward
 - b. Budget includes position for new hires of Placemaking and Outreach Director; and part-time Communications Specialist
 - c. Revised budget has an increase in surplus for the unknowns
 - d. Welcome suggested graph financial visuals from board members
 - e. Increase in revenues and expenses due to grants we are receiving
 - f. Visual of where our money comes from and expense categories over time

Motion to approve the revised budget. Moved by Rosamaria Martinez, seconded by Eric Dick, unanimously approved. A follow up email to be sent by Marvin Bynum to verify vote.

6. Reflo discussion (Zeleske)
 - a. Harbor District has an agreement with this non-profit to support their efforts

Motion to approve the Reflo contract. Moved by Elmer Moore, seconded by Paulina Gutierrez, unanimously approved. A follow up email to be sent by Marvin Bynum to verify vote.
7. Treasurer's Report (Afsari)
 - a. Updated financial reports reflect the budget that was approved in the meeting - Balance Sheet, Statement of Activities and Snapshot
8. Audit Report (Afsari)
 - a. The yearly audit report was conducted by David Krause and reviewed by the Executive team; no issues reported, a clear audit was conducted

Motion to approve the audit report. Moved by Elmer Moore, seconded by Paulina Gutierrez, unanimously approved. A follow up email to be sent by Marvin Bynum to verify vote.
9. Governance committee:
 - a. Commitment forms - two new opportunities added
 - b. Conflict of Interest
 - c. Email signed forms to Paulina Gutierrez or Katie Stensberg
10. Staff Reports and Action Items (Torhorst)
11. Next meeting date: January 10, 2023
12. Motion to adjourn meeting. Moved by Rosamaria Martinez, seconded by Eric Dick, unanimously approved.