

Milwaukee Harbor District  
Meeting of the Board of Directors  
March 7, 2023

VIRTUAL - See 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. Presentation on Riley Dual Language Montessori Green Schoolyard Project and Reaffirmation of Reaffirmation of electronic vote on MPS MOU (Zeleske)
  - c. Presentation of First Street Riparian Green Infrastructure (Zeleske)
5. Board Committee Action Items (Bynum)
  - a. Bylaw Changes (Paulina Esperanza Gutierrez)
6. Next meeting date: TBD
7. Adjourn

HarborDistrict is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us06web.zoom.us/j/82935812151?pwd=aUxRd3FvRDZXbFE3QWR3TWITVDZqUT09>

Meeting ID: 829 3581 2151

Passcode: 858366

One tap mobile

+13126266799,,82935812151#,,,,\*858366# US (Chicago)

+16469313860,,82935812151#,,,,\*858366# US

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+1 312 626 6799 US (Chicago)

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+1 309 205 3325 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

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+1 507 473 4847 US

Meeting ID: 829 3581 2151

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Find your local number: <https://us06web.zoom.us/j/koJJNUouk>

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

In attendance: John Koetz, Carolyn Esswein, Marvin Bynum, Natanael Martinez, Ivan Gamboa, Tom O'Reilly, JoAnne Anton, Dan Druml, Kathryn Berger, Tim Hoelter, Rosamaria Martinez, David Stegeman, Tia Torhorst, Aaron Zeleske, Amy Narr, Nora Godoy-Gonzalez, Katie Stensberg

MINUTES

1. Welcome to new Harbor District team members Nora Godoy-Gonzalez and Amy Narr
2. Approval of Minutes (Bynum)
  - a. Motion to approve the minutes from November 8, 2022 Harbor District, Inc. board meeting. Moved by Rosamaria Martinez, seconded by Carolyn Esswein, unanimously approved.
3. Treasurer's Report (Torhorst)
  - a. Balance Sheet
  - b. Statement of Activity
  - c. Snapshot
4. Staff Reports and Action Items (Torhorst)
  - a. West Bank Update; pitch on Feb 1 with MMSD and also discussing operational plan
  - 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. Motion to adjourn. Moved by John Koetz, seconded by Kathryn Berger

**Balance Sheet**  
**As of January 31, 2023**

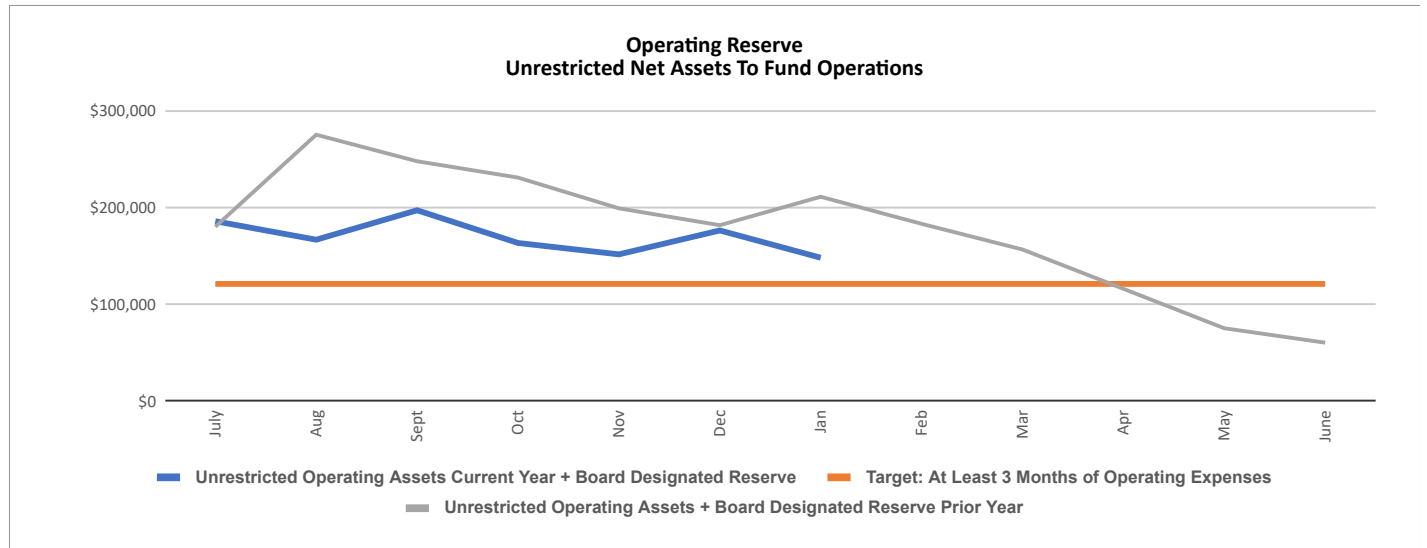
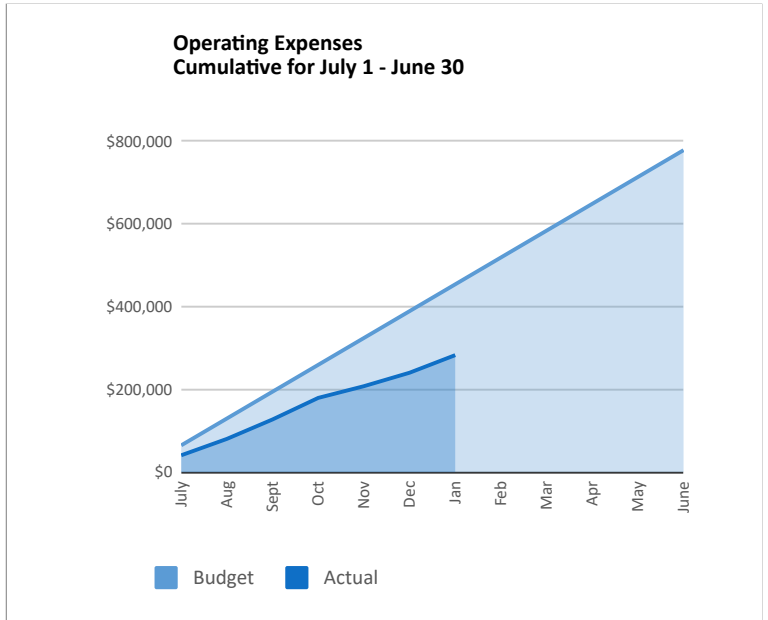
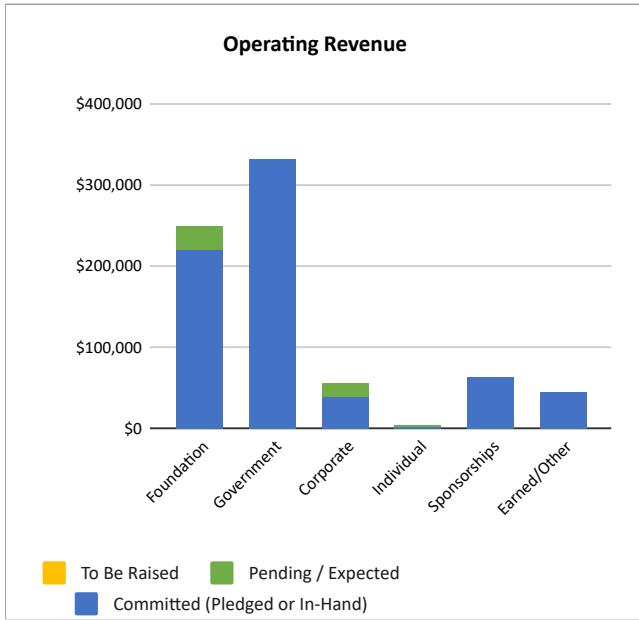
	<u>As of 1/31/23</u>	<u>As of 12/31/22</u>
<b>ASSETS</b>		
<u>Current Assets</u>		
1010 Checking account	165,110	112,540
1020 Savings account	175,298	175,275
1110 Accounts receivable (Short-Term)	36,950	84,030
1450 Prepaid Expense	1,456	996
<b>Total Current Assets</b>	<b>\$378,814</b>	<b>\$372,841</b>
<u>Long Term Assets</u>		
1110 Accounts Receivable (Long-Term)	\$0	\$35,000
<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
<b>Total Fixed Assets</b>	<b>\$1,296,815</b>	<b>\$1,296,815</b>
<b>TOTAL ASSETS</b>	<b>\$1,675,630</b>	<b>\$1,704,657</b>
<b>LIABILITIES AND NET ASSETS</b>		
<u>Liabilities</u>		
2110 Accounts Payable	0	190
2180 Accrued Vacation	2,324	2,324
2400 Deferred Revenue	0	0
2500 Loan Payable	0	0
<b>Total Liabilities</b>	<b>\$2,324</b>	<b>\$2,514</b>
<u>Net Assets</u>		
3020 Unrestricted Operating Assets	131,224	159,419
3030 Board-Designated Operating Reserve	17,186	17,186
3040 Unrestricted Fixed Assets	1,296,815	1,296,815
<b>Total 3000 Unrestricted Net Assets</b>	<b>\$1,445,224</b>	<b>\$1,473,420</b>
3100 Temporarily Restricted Net Assets	228,081	228,722
<b>Total Net Assets</b>	<b>\$1,673,305</b>	<b>\$1,702,142</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$1,675,630</b>	<b>\$1,704,657</b>

**Harbor District, Inc.**  
**Statement of Activity**  
**January 2023 (58% of Fiscal Year)**

	Operating Budget 2022-2023					Non-Operating	Organizational
	Actual	Actual	Actual	Budget	YTD %	Actual	Total
	Jan-23	Dec-22	July - Jan	(Annual)	Of Budget		Actual
						YTD	YTD
<b>Revenue</b>							
4065 Foundation Contributions	0	40,000	202,500	244,300	83%	-107,500	95,000
4070 Government Contributions	0	4,778	10,976	331,797	3%	25,246	36,222
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	500	0	2,680	5,000	54%	0	2,680
4076 Sponsorships	0	0	64,000	59,000	108%	-18,500	45,500
4080 Earned Income	15,000	3,340	41,750	40,500	103%	0	41,750
4082 In-Kind Contributions	0	0	2,855	4,535	63%	0	2,855
4085 Interest Income	24	18	86	0	n/a	0	86
<b>Total Revenue</b>	<b>\$15,524</b>	<b>\$48,136</b>	<b>\$365,548</b>	<b>\$740,832</b>	<b>49%</b>	<b>-\$100,754</b>	<b>\$264,794</b>
Carryover Revenue from FY 21-22			60,548	60,548		377,490	438,038
<b>Total Revenue + Carryover</b>			<b>\$426,096</b>	<b>\$801,380</b>	<b>53%</b>	<b>\$276,736</b>	<b>\$702,832</b>
<b>Expenditures</b>							
7200 Salaries & related expenses	33,346	18,846	171,819	320,645	54%	0	171,819
7240 Benefits	524	524	5,951	9,731	61%	0	5,951
7250 Payroll taxes	2,660	1,451	13,260	25,650	52%	0	13,260
7540 Consultant & Professional Fees							
7520 Accounting fees	1,660	5,835	17,020	23,281	73%	0	17,020
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	0	4,140	5,800	71%	400	4,540
7545 Partner Contracts/Sub-Grants	0	0	1,150	162,000	1%	36,704	37,854
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	455	0	6,730	131,899	5%	0	6,730
Total 7540 Consultant & Professional Fees	\$2,115	\$5,835	\$29,040	\$325,980	9%	\$37,104	\$66,144
7550 Marketing & Advertising	267	1,813	3,900	9,300	42%	0	3,900
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	289	558	9,529	17,300	55%	346	9,875
8130 Telephone & Internet	396	300	2,271	2,500	91%	0	2,271
8135 Meals and Entertainment	160	194	5,636	9,515	59%	251	5,888
8140 Postage, shipping, delivery	0	7	62	1200	5%	0	62
8170 Printing & copying	0	0	1,926	3,190	60%	788	2,714
8175 Software	13	170	1174	1,500	78%	693	1,867
8180 Books, subscriptions, reference	0	179	518	700	74%	0	518
8190 Dues & Contributions	949	0	2355	2500	94%	0	2,355
8195 Licenses and Permits	0	35	120	531	23%	0	120
8210 Rent, parking, other occupancy	710	699	5,613	8,385	67%	30	5,643
8260 Furniture Fixtures & Equipment	768	0	768	3,000	26%	0	768
8270 Equipment Rental	0	0	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	43	1,853	6,216	8,040	77%	0	6,216
8320 Conferences and Training	25	65	1,519	4,000	38%	0	1,519
8500 Misc expenses	0	0	0	700	0%	0	0
8520 Insurance - non-employee	328	0	5,854	6,020	97%	0	5,854
8591 Bank and credit card fees	2	2	141	600	24%	204	345
9000 Workers Compensation	0	60	888	1,300	68%	0	888
<b>Total Expenditures</b>	<b>\$42,596</b>	<b>\$32,590</b>	<b>\$283,261</b>	<b>\$779,283</b>	<b>36%</b>	<b>\$39,415</b>	<b>\$322,676</b>
Capitalized Expenses	0	0	0	0	n/a	0	0
<b>Net Revenue with carryover</b>	<b>-\$27,071</b>	<b>\$15,546</b>	<b>\$142,834</b>	<b>\$22,097</b>		<b>\$237,321</b>	<b>\$380,155</b>

# Harbor District, Inc.

## January 2023 Financial Snapshot



Highlights
<ul style="list-style-type: none"> <li>- 96% of budgeted operating revenue is pledged or in-hand.</li> <li>- Operating expenses are at 36% of budget at 58% of the year.</li> <li>-</li> </ul>

Balance Sheet Summary		
	2-mo Chg	Balance 1/31
Non-Fixed Assets	14%	\$ 378,814
Fixed Assets	0%	\$ 1,296,815
Liabilities	-49%	\$ 2,324
Net Assets	3%	\$ 1,673,305



## **Milwaukee Harbor District Staff Report January - March 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. We have not been notified if the permit was issued but expect that if it wasn't we would have been looped in.

The NAC provided feedback to the Smith Group on the narrative stories being included.

The Smith Group, City of Milwaukee, Komatsu and Harbor District representatives met on February 2 to walk through the final plans one last time before the RFP is issued to resolve a few outstanding decision points. We anticipate the RFP being issued soon.

Our external timeline talking points:

Goal is that we hope to have a soft opening/ribbon cutting at Harbor Fest on Sept 24.

Full completion is in 2024 (due to landscaping in spring of 2024)

#### **West Bank Harborwalk:**

Tia developed and submitted a proposal to the EPA for a special funding opportunity to address environmental justice. With Harbor District's history of community outreach and input in development of the WaLUP and Riverwalk Design Guidelines, and the project's location on the Kinnickinnic River, the proposal is a very good fit for their criteria. Tia has had several follow-up conversations with EPA staff and provided additional details and should receive a decision on the proposal soon. At the same time, our design consultant Walbec Group continues to develop the design. We also submitted an application for construction funds to the Wisconsin Coastal Management Program that is pending.

#### **Kinnickinnic River Bike Trail Connections:**

Due to a WisDOT contracting issue the project has been put on hold until Spring 2023. We continue to work through the contracting issues with the Smith Group but are getting closer.

#### **Riverwalk Habitat Projects:**

Aaron had several permitting conversations with DNR staff about fish habitat improvements we are working toward installing at Boone & Crockett to embellish their Riverwalk project.

Conversations have focused on fitting concepts developed by a consultant into DNR's existing permit exemption categories.

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 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**

Though our grant was programmatically approved by National Fish and Wildlife Foundation's National Coastal Resilience Fund program, it is still undergoing administrative review. The funder has not asked clarifying questions about the application, though that could still happen. In the meantime, Aaron has had several meetings with Ramboll, the engineering firm that assisted with the application. They are preparing a full proposal with a detailed scope, budget, and schedule so that we can move forward with the project as quickly as possible after the award is finalized. Depending on the terms of the grant contract, we may be required to competitively bid the contract.

### **First Street Riparian Green Infrastructure**

There will be a presentation at the board meeting on this project.

Aaron has been working with Milwaukee Department of Public Works to develop this project idea for the past year, which would reduce the lanes on a stretch of First Street between Chase and Lincoln, add green infrastructure and an off-street bike path along the Kinnickinnic River. With DPW approval and support, Aaron submitted a grant proposal to National Fish and Wildlife Foundation Sustain Our Great Lakes for \$528,358 for the project, which is about half of projected costs. Aaron has also prepared a proposal for DPW to MMSD's Green Infrastructure Partnership Program, which will provide the bulk of additional funding needed. Our current strategy would be for Harbor District to contract for design and develop the project with DPW, and to sub-grant construction to the City.

### **Riley Dual Language Montessori Green Schoolyard Project**

There will be a presentation at the board meeting on this project.

Aaron is working with and supporting Reflo and MPS on renovating the Riley schoolyard with green infrastructure and other improvements. We have re-allocated a Sustain Our Great Lakes grant that was awarded in 2019 for the Grand Trunk Wetland (which did not move forward) to this project. The majority of the grant will be a sub-granted to MPS for construction. MPS received bids for construction in late February and they came in significantly above projects. Aaron has been talking with Reflo and MPS to support their efforts to bridge the gap and successfully complete the project.

## **COMMUNITY AND ECONOMIC DEVELOPMENT**

### **Business Outreach:**

- BID Social Event is scheduled for March 29 5-7pm at Transfer Pizza. Mailers being sent to BID businesses & properties the week of March 6. Please help spread the word. Horicon Bank sponsored this event for \$500, please thank them if you happen to be in their network.
- Amy has been working to meet business owners one-on-one. Businesses contacted so far this Quarter:

- Transfer Pizza
  - Enlightened Brewery
  - Wantable Cafe
  - Mobay Cafe
  - Finnco Fabricating
  - MOR Bakery
  - Airwaves / Ivy House
  - New Barons Brewery
  - Hens Deli
  - Marek Landscaping/Perch Point
- We have a few interested in the PIG Grant! Prospective applicants:  
Enlightened Brewery, Mobay Cafe, New Barons

**Partner Outreach:**

- SBDC of Wisconsin
- UWM Center of Economic Development
- Northwest Side Community Development Corporation
- US Bank
- Bublr Bikes
- East Side BID
- VISIT Milwaukee
- Sixteenth Street Community Health Centers
- Menomonee Valley Partners
- Rails to Trails
- Riverworks

**Government Outreach:**

- Tia met with Bob Guiterrez, WisDOT SE WI Regional Manager to talk about how to work most efficiently with WisDOT.

**BID/District Signage:**

Everybody loves the Harbor District signs!! Have you seen them?

**Harbor View Plaza:**

The Plaza continues to be a jewel for the community in the Harbor.

**Harbor Fest Planning:**

- Currently still seeking sponsorship, please think about your network for possible sponsors and share with Tia or Amy.
- The RFP for Entertainment is now available! If you have someone you'd like to send it to please contact Amy.

**OUTREACH AND ENGAGEMENT**

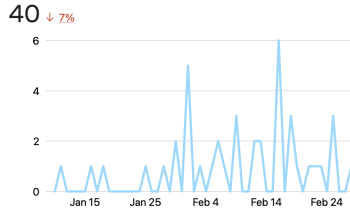
## Social:

- Local News Fridays
- Black History Month highlights
- Resharing BHM posts from other orgs and upcoming events
- March is International Women's History Month

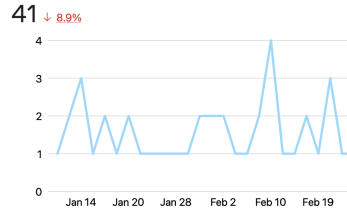
### Summary

Page	Reactions/Likes, comments...	Likes and reactions	Comments	Shares	Link clicks	New followers	Unfollowers
	781	722	39	20	76	33	8

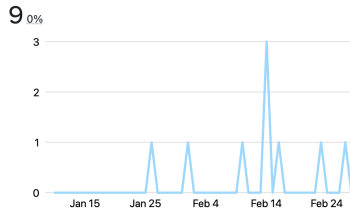
New Facebook Page followers ⓘ



New Instagram followers ⓘ



Facebook Page unfollowers ⓘ

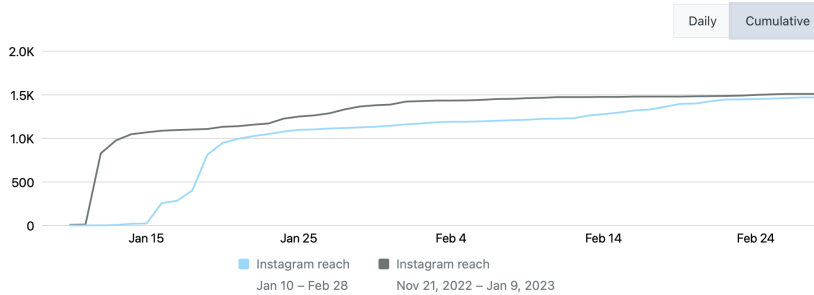


Facebook Page reach ⓘ

16,175 ↑ 228.5%

Instagram reach ⓘ

1,470 ↓ 2.6%



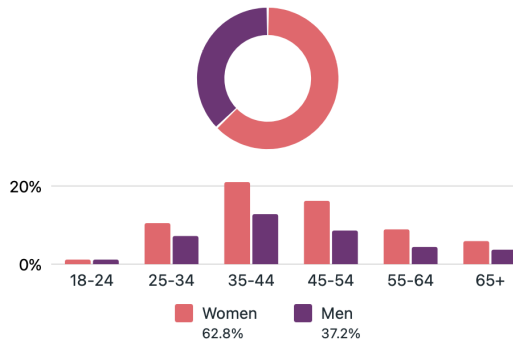
Facebook Page likes ⓘ

5,156

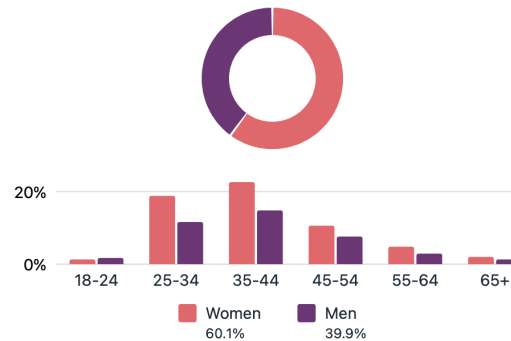
Instagram followers ⓘ

2,297

Age & gender ⓘ



Age & gender ⓘ



### Harbor District in the news:

[Rockwell Automation jumping into EV](#)

[Delong Company exporting facility is nearly finished on the inner harbor](#)

[Perch Point in the Milwaukee Harbor District is one of the seven harbor maintenance and improvement projects selected for Harbor Assistance Program](#)

[Ozinga Company is moving into the Harbor District](#)

[Two possible affordable housing apartments in the Milwaukee Harbor District](#)

[Milwaukee Environmental Collaboration Office, Arts @ Large, and Milwaukee Harbor District unveil a new self-guided Water Current Walking Tour](#)

[Jackie Q. Carter Named New Port Director](#)

### Events & Outreach:

- Amy and Nora toured the MKE Urban Stables and The Kubala Washatko Architects office with Kevin Hardman
- Nora met with the PPWI Outreach Coordinator to discuss potential partnership events
- Nora will be attending the Career Day at Bruce Guadalupe, March 10 and the Carmen High School Mock Interviews in March, April and May

### Two Neighborhood Advisory Committee meetings (NAC)

- Jan. 25 with Smith Group and 2-Story for Riverwalk displays
- Feb. 7 at the MKE Urban Stables to discuss Summer en La Plaza Application

### Community Science:

Aaron has worked with Milwaukee Public Museum and Marquette University on the beginning of scheduling the summer field season. This will likely consist of hiring several college interns to collect ecological data and engage the community in a handful of public-facing events.

### Science Boxes:

Katie jumped on the incomplete science boxes Jared left behind and has been knocking it out of the park! We hope to install them as soon as the ground thaws in spring or when project

completion warrants. Anticipated locations are on the Komatsu abutting riverwalk, West Bank riverwalk, and KKRT south of Lincoln Avenue.