

Milwaukee Harbor District
Meeting of the Board of Directors
Tuesday, April 16, 2024
8:30am - 11:30am
UWM School of Freshwater Science or [Zoom](#)

AGENDA

1. Welcome (Hoben) 8:30am
2. Approval of Minutes (Hoben) 8:35am
3. Treasurer's Report (Afsari) 8:40am
 - a. Balance Sheet, Statement of Activity, Snapshot
4. Development Update (Hoben, Summers, Torhorst) 8:50am
 - a. General
 - b. Committee planning
 - c. 10th Anniversary Event
5. Organizational transitions panel and discussion (Torhorst, Zetts, Olson, Whole Board) 9:15am
 - a. Corey Zetts, Menomonee Valley Partners and Anne Olson, Buffalo Bayou Partnership
6. Board Development (Esperanza Gutierrez) 10:15am
7. Staff Updates 10:30am (Torhorst, Godoy González)
 - a. Summer en La Plaza
 - b. Indigenous Series
 - c. Riverwalk
 - d. Harbor Fest
8. Adjourn

Upcoming meetings and events:

Harbor District BID 51 Annual Celebration April 25 4:30 - 6:30pm, Komatsu

Harbor District Board Meeting May 14 8:30am - 10am

Harbor District Board Meeting and Social 4pm - 6:30pm

Milwaukee Harbor District
Board of Directors
January 9, 2024

In attendance

Board Members: Nahid Afsari, Kathryn Berger, Marvin Bynum, Jackie Carter, Lafayette Crump, Eric Dick, Dan Druml, Paulina Esperanza Gutierrez, Patricia Hoben, John Koetz, Natanael Martinez, Rosamaria Martinez, Tom O'Reilly, Jolena Presti, David Stegeman

Staff: Yaa Engel, Nora Godoy-Gonzalez, Katie Stensberg, Tia Torhorst, Aaron Zeleske

MINUTES

1. Approval of Minutes (Hoben)
 - a. Motion to approve the minutes from November 14, 2023 Harbor District, Inc. board meeting. Moved by Nahid Afsari, seconded by Paulina Esperanza Gutierrez, unanimously approved.
2. Treasurer's Report (Afsari)
 - a. Balance Sheet, Statement of Activity, Snapshot
 - b. Audit
 - i. Motion to accept the auditor review. Moved by Dan Druml, seconded by Rosamaria Martinez, unanimously accepted.
3. Development Contract (Torhorst)
 - a. Anne Summers to assist with creating foundation for 2024 development plan as well as structure for 5-year expansion plan.
 - b. Committee includes Joanne Anton and Dan Druml, seeking more members
4. Staff Items (Torhorst)
 - a. First Street Green Infrastructure (Zeleske)
 - i. Engineering next phase; goal is construction in 2026
 - b. Ecological Breakwater (Zeleske)
 - i. Board will vote for the project engineering firm via email. RFP will be provided to the board one week prior to vote.
 - c. Harborview Riverwalk (Torhorst)
 - d. CEO Medical Leave (Torhorst)
 - i. Last day, January 24 and tentative return on April 1
 - ii. Aaron Zeleske main contact for staff with Patricia Hoben
5. Next meeting date April 16, 8:30-11:30 am, School of Freshwater Sciences
6. Meeting adjourned

Harbor District, Inc.
Balance Sheet
As of February 29, 2024

| | <u>As of 2/29/24</u> | <u>As of 1/31/24</u> |
|---|----------------------|----------------------|
| ASSETS | | |
| <u>Current Assets</u> | | |
| 1010 Checking account | 114,028 | 147,145 |
| 1020 Savings account | 251,315 | 251,177 |
| 1110 Accounts receivable (Short-Term) | 37,433 | 25,499 |
| 1450 Prepaid Expense | 2,261 | 2,261 |
| 1500 Right of Use Asset - Operating | 25,866 | 25,866 |
| Total Current Assets | \$430,902 | \$451,948 |
| <u>Long Term Assets</u> | | |
| 1110 Accounts Receivable (Long-Term) | \$100,000 | \$100,000 |
| <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 | -231,925 | -231,925 |
| 1745 Accum deprec- Furn, Fix, Equip | -4,664 | -4,664 |
| Total Fixed Assets | \$1,236,277 | \$1,236,277 |
| TOTAL ASSETS | \$1,767,180 | \$1,788,225 |
| LIABILITIES AND NET ASSETS | | |
| <u>Liabilities</u> | | |
| 2110 Accounts Payable | 2,250 | 2,250 |
| 2180 Accrued Vacation | 18,485 | 18,485 |
| 2400 Deferred Revenue | 0 | 0 |
| 2600 Lease Liability - Operating | 26,175 | 26,175 |
| Total Liabilities | \$46,910 | \$46,910 |
| <u>Net Assets</u> | | |
| 3020 Unrestricted Operating Assets | 71,438 | 107,429 |
| 3030 Board-Designated Operating Reserve | 17,186 | 17,186 |
| 3040 Unrestricted Fixed Assets | 1,236,277 | 1,236,277 |
| Total 3000 Unrestricted Net Assets | \$1,324,901 | \$1,360,892 |
| 3100 Temporarily Restricted Net Assets | 395,370 | 380,423 |
| Total Net Assets | \$1,720,271 | \$1,741,315 |
| TOTAL LIABILITIES AND NET ASSETS | \$1,767,180 | \$1,788,225 |

| Harbor District, Inc. Statement of Activity February 2024 (67% of Fiscal Year) | Operating Budget 2023-2024 | | | | | Non-Operating | Organizational |
|--|----------------------------|------------------|--------------------|--------------------|--------------------|------------------|------------------------|
| | Actual Feb-24 | Actual Jan-24 | Actual July-Feb | Budget (Annual) | YTD % Of Budget | Actual YTD | Total Actual YTD |
| Revenue | | | | | | | |
| 4065 Foundation Contributions | 12,231 | 1,731 | 236,355 | 214,800 | 110% | 183,645 | 420,000 |
| 4070 Government Contributions | 1,646 | 1,646 | 23,606 | 69,147 | 34% | 272,962 | 296,568 |
| 4073 Corporate Contributions | 0 | 0 | 40,000 | 47,500 | 84% | 0 | 40,000 |
| 4074 BID Contributions | 0 | 0 | 8,000 | 30,300 | n/a | 2,000 | 10,000 |
| 4075 Individual Contributions | 0 | 0 | 3,250 | 54,000 | 6% | 0 | 3,250 |
| 4076 Sponsorships | 300 | 0 | 73,949 | 80,500 | 92% | -24,150 | 49,799 |
| 4080 Earned Income | 550 | 19,613 | 49,349 | 47,200 | 105% | 0 | 49,349 |
| 4082 In-Kind Contributions | 472 | 0 | 15,522 | 4,535 | 342% | 0 | 15,522 |
| 4085 Interest Income | 140 | 89 | 698 | 0 | n/a | 0 | 698 |
| Total Revenue | \$15,339 | \$23,079 | \$450,729 | \$547,982 | 82% | \$434,457 | \$885,186 |
| Carryover Revenue from FY 22-23 | | | 22,184 | 16,728 | | 255,856 | 278,040 |
| Total Revenue + Carryover | | | \$472,913 | \$564,710 | 84% | \$690,313 | \$1,163,226 |
| Expenditures | | | | | | | |
| 7200 Salaries & related expenses | 29,768 | 29,768 | 249,541 | 372,580 | 67% | 0 | 249,541 |
| 7240 Benefits | 2,212 | 1,638 | 13,174 | 13,500 | 98% | 0 | 13,174 |
| 7250 Payroll taxes | 2,890 | 3,039 | 19,567 | 29,806 | 66% | 0 | 19,567 |
| 7540 Consultant & Professional Fees | | | | | | | |
| 7520 Accounting fees | 2,200 | 1,744 | 16,422 | 26,000 | 63% | 0 | 16,422 |
| 7530 Legal Fees | 2,358 | 0 | 2,358 | 0 | n/a | 0 | 2,358 |
| 7542 Architecture & Engineering Fees | 0 | 0 | 0 | 0 | n/a | 0 | 0 |
| 7544 Art, Photography, Graphic Design | 0 | 0 | 14,625 | 4,500 | 325% | 10,000 | 24,625 |
| 7545 Partner Contracts/Sub-Grants | 500 | 0 | 7,700 | 10,000 | 77% | 271,994 | 279,694 |
| 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 | 0 | 5,638 | 7,800 | 72% | 4,117 | 9,755 |
| Total 7540 Consultant & Professional Fees | \$5,058 | \$1,744 | \$46,743 | \$48,300 | 97% | \$286,111 | \$332,854 |
| 7550 Marketing & Advertising | 69 | 69 | 3,625 | 4,000 | 91% | 533 | 4,158 |
| 7560 Signage | 0 | 0 | 2,234 | 2,000 | 112% | 0 | 2,234 |
| 8000 BID Grants to Others | 0 | 0 | 0 | 0 | n/a | 0 | 0 |
| 8110 Supplies Expense | 20 | 84 | 3,617 | 7,000 | 52% | 143 | 3,760 |
| 8130 Telephone & Internet | 250 | 250 | 1,987 | 4,040 | 49% | 0 | 1,987 |
| 8135 Meals and Entertainment | 110 | 107 | 3,443 | 47,000 | 7% | 0 | 3,443 |
| 8140 Postage, shipping, delivery | 11 | 0 | 32 | 100 | 32% | 0 | 32 |
| 8170 Printing & copying | 0 | 0 | 592 | 200 | 296% | 0 | 592 |
| 8175 Software | 52 | 13 | 618 | 1,500 | 41% | 111 | 729 |
| 8180 Books, subscriptions, reference | 5 | 1 | 361 | 525 | 69% | 0 | 361 |
| 8190 Dues & Contributions | 0 | 724 | 924 | 2800 | 33% | 0 | 924 |
| 8195 Licenses and Permits | 0 | 0 | 227 | 121 | 188% | 0 | 227 |
| 8210 Rent, parking, other occupancy | 0 | 1,433 | 6,430 | 9,300 | 69% | 0 | 6,430 |
| 8260 Furniture Fixtures & Equipment | 0 | 0 | 0 | 0 | n/a | 0 | 0 |
| 8270 Equipment Rental | 0 | 0 | 11,934 | 12,000 | 99% | 0 | 11,934 |
| 8280 Boat, Bus, and Venue Rentals | 0 | 0 | 8,494 | 6,000 | 142% | 0 | 8,494 |

Harbor District, Inc.

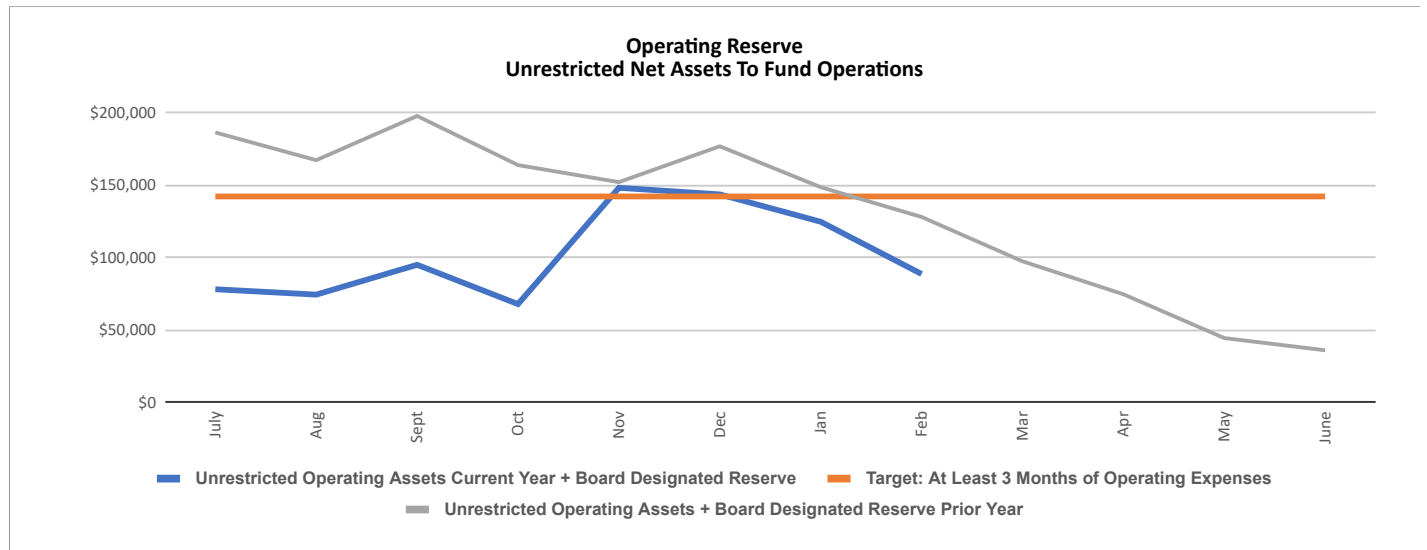
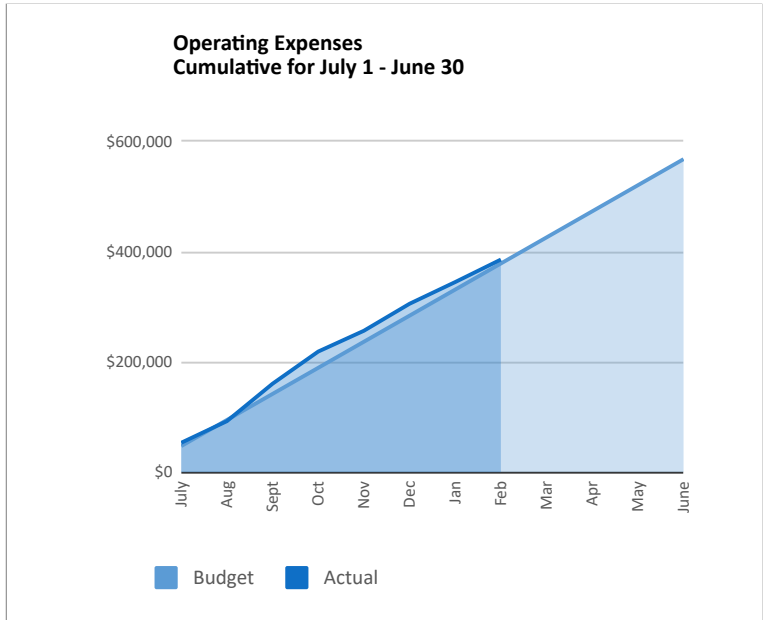
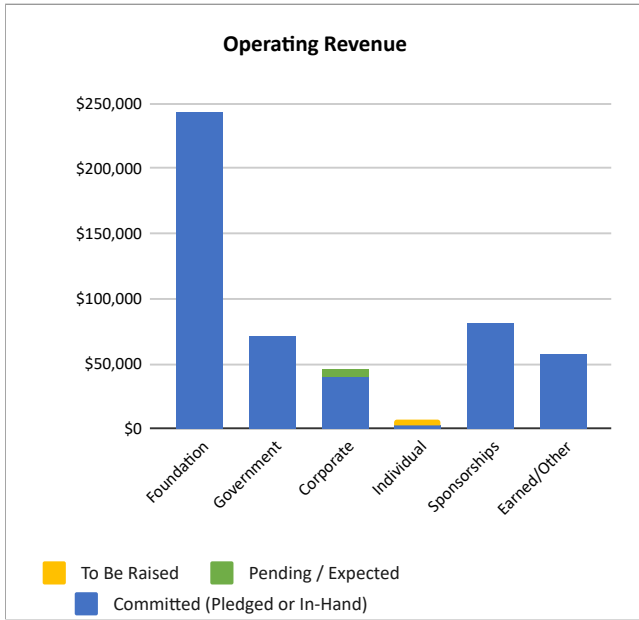
Statement of Activity

February 2024 (67% of Fiscal Year)

| Operating Budget 2023-2024 | | | | | Non-Operating | Organizational | |
|-----------------------------------|------------------|--------------------|--------------------|--------------------|---------------|------------------------|------------------|
| Actual Feb-24 | Actual Jan-24 | Actual July-Feb | Budget (Annual) | YTD % Of Budget | Actual YTD | Total Actual YTD | |
| 8310 Travel expenses | 0 | 168 | 168 | 50 | 335% | 2,936 | 3,103 |
| 8320 Conferences and Training | 0 | 0 | 103 | 0 | n/a | 991 | 1,094 |
| 8500 Misc expenses | 0 | 0 | 3,837 | 0 | n/a | 0 | 3,837 |
| 8520 Insurance - non-employee | 0 | 328 | 6,572 | 6,000 | 110% | 0 | 6,572 |
| 8591 Bank and credit card fees | 111 | 44 | 490 | 340 | 144% | 83 | 573 |
| 9000 Workers Compensation | 277 | 0 | 1204 | 1,000 | 120% | 0 | 1,204 |
| Total Expenditures | \$40,831 | \$39,409 | \$385,914 | \$568,162 | 68% | \$290,909 | \$676,823 |
| Capitalized Expenses | 0 | 0 | 0 | 0 | n/a | 0 | 0 |
| Net Revenue with carryover | | | \$86,999 | -\$3,452 | | \$399,404 | \$486,403 |

Harbor District, Inc.

February 2024 Financial Snapshot



Highlights

- Operating expenses are at 68% of budget at 67% of the year.
- While Unrestricted Operating Net Assets is at \$89k, there are an additional \$170k of Time-Restricted Net Assets to support 24-25 operations which become unrestricted on July 1st.

Balance Sheet Summary

| | 3-mo Chg | Balance 2/29 |
|------------------|----------|--------------|
| Non-Fixed Assets | 8% | \$ 530,902 |
| Fixed Assets | 0% | \$ 1,236,277 |
| Liabilities | 37% | \$ 46,910 |
| Net Assets | 0% | \$ 1,720,271 |

Milwaukee Harbor District Staff Report April 2024 (Feb, Mar, Apr)

Greenfield to KK Harborwalk (in front of Komatsu):

Staff will provide a briefing at the board meeting.

West Bank Riverwalk:

Staff will provide a briefing at the board meeting.

Kinnickinnic River Bike Trail Connections:

Riverwalk Habitat Projects:

We are beginning the final year of this project funded by Sustain Our Great Lakes. In December, our consultant installed a pilot underwater planter (think Habitat Hotel 2.0) at Boone & Crockett. This pilot will be used to evaluate durability over the winter, with installation of others in spring. Another of these project sites, 2005 S KK Ave, is not progressing in our required timeline. Aaron is working with the funder on several alternatives that will allow us to accomplish meaningful habitat improvements within the grant timeline and/or an extension for the grant.

Eco Breakwater

We completed contracting with Anchor QEA to be our engineering consultant for the project. They are currently finalizing their subcontract agreements and other internal project arrangements. We will have a kickoff meeting in late April or early May.

First Street Green Infrastructure

We have been officially awarded funding for this project by the National Fish and Wildlife Foundation's Sustain Our Great Lakes program, layering onto the award from MMSD to complete the funding puzzle for advancing the project with the City of Milwaukee. Aaron drafted an RFP for the design and engineering services for the project which City DPW is currently reviewing. The design will necessitate several DPW departments signing off on elements and their alignment with the scope of work is essential to project success.

Habitat Improvements along the KK River Trail

Aaron has been working to remove buckthorn and other woody invasives from the woods along the trail in partnership with Sixteenth Street Community Health Centers and Great Lakes Community Conservation Corps. In January, February and into March, the team from the Corps was typically in the field one day per week. They cleared some substantial areas this field season, which would not have been possible without them. Sixteenth Street had some available funding to pay them, for which we are very grateful.

Harbor View Plaza:

Repairs to the fountain are being completed this week. The work fixed one of the fountainheads that was broken by the Thanksgiving Weekend Car Crash. Additional work done included

replacing the gravel in the fountain basins to remove accumulated grit and broken glass from the car accident and installation of a new level sensor and valve system that will better control and limit water usage. Several other Plaza elements that were damaged are being replaced as well, and we have a landscape clean-up day scheduled in May to get things looking ship shape!

Community Sciences Boxes:

Harbor Fest:

Harbor Fest will be on Sunday, September 29th, 2024.

Summer en La Plaza (SELP):

This year we will be giving out ten Summer en La Plaza mini grants! You can read more about each awardee [here](#)! Dates and times for these events are still being scheduled. More updates to come at the end of this month! Descriptions were provided by awardees.

Neighborhood Advisory Committee (NAC):

The Neighborhood Advisory Committee had their first quarterly meeting this year on Monday, February 26 from 5:30-6:30p.m. You can view the agenda for the meeting [here](#).

Three NAC members also volunteered to judge the Pitch Competition for the Summer en La Plaza mini grant, and helped select the awardees for the SELP mini grant. The Pitch Competition took place Thursday, March 14 at Enlightened Brewing Company from 6-8pm. The Pitch Competition gives applicants the opportunity to highlight their event in front of judges and community members!

BID:

Nora and Tia attended the first BID/NID Council meeting of the year on Thursday, March 21. Menomonee Valley Partners and Standard Electric Supply hosted this event and BID 51 is scheduled to host the next meeting in June. The next BID/NID Council meeting is tentatively scheduled for June 27th.

Harbor District in the news:

| |
|---|
| February 2024 |
| Mitten Fest Moves to Harbor District |
| Cermack Temporarily Closed by Health Department |
| Why do we care about the Sturgeon? |
| Demoliation Works Begins for Massive Affordable Housing Development |

[Deconstruction underway in Bay View for largest private affordable housing development in Wisconsin](#)

March 2024

[Harboring Growth: How the first Black Port Milwaukee Director is breaking records](#)

[Harboring Growth: How the first Black Port Milwaukee Director is breaking records](#)

[Sugar and Flour owners move forward with plans to open new cafe in Harbor District](#)

[Great Lakes Shipping Stays Strong](#)

[Spring Bank Promotes Heather Nelson to CEO](#)

[Mayor Signs agreement to bring more renewable energy to Milwaukee](#)

[Port Milwaukee outlines its safety measures in wake of Baltimore's Bridge Collapse](#)

[Port Milwaukee React to Baltimore Bridge Collapse](#)

[Wisconsin Uses millions of Tons of Salt](#)

April 2024

[Harbor View Plaza: A Waterfront Playground for Kids](#)

[WTMJ Conversations: Jackie Q. Carter](#)