



HARBOR DISTRICT

MILWAUKEE

AGENDA

1. Welcome (Hoben)
2. Approval of Minutes (Hoben)
3. Treasurer's Report (Afsari)
 - a. Balance Sheet, Statement of Activity, Snapshot
4. Presentation of The Kin at Freshwater, 200 East Greenfield Avenue (Torhorst)
 - a. Guests via Zoom Developers Brandon Rule, CEO Rule Enterprises and Michael Emem, President & CEO Emem Group
5. Staff Reports and Action Items (Torhorst, Zeleske)
 - a. 1st Street Greenway Professional Services Agreement
 - b. 2024-25 Budget Adoption
6. Board Committee Action Items (Esperanza Gutierrez)
7. Closing Remarks (Hoben, Torhorst)

MINUTES

In attendance

Board Members: Nahid Afsari, JoAnne Anton, Kathryn Berger, Marvin Bynum, Jackie Carter, Lafayette Crump, Eric Dick, Dan Druml, Paulina Esperanza Gutierrez, Patricia Hoben, Rosamaria Martinez, Heather Nelson, Tom O'Reilly, Jolena Presti, David Stegeman; Staff: Nora Godoy-Gonzalez, Katie Stensberg, Tia Torhorst, Aaron Zeleske

MINUTES

1. Approval of Minutes (Hoben)
 - a. Motion to approve the minutes from January 9, 2024 Harbor District, Inc. board meeting. Moved by David Stegeman, seconded by Dan Druml, unanimously approved.
2. Treasurer's Report (Afsari)
 - a. Balance Sheet, Statement of Activity, Snapshot
 - b. Board donations; a commitment reminder will be emailed to board members
3. Development Update (Torhorst)
 - a. Case study development: *What attracted you to the Harbor District?* Torhorst reaching out to board members to help build case study perspective
 - b. Constituent Management System; moving contacts into a CRM platform with research and recommendations from Anne Summers
 - c. Mini focus groups to build relationships, network
 - d. 10th Anniversary Event: June 2025, Development Committee will be sending out save the date notifications; 2024 will be building momentum
 - e. Media coverage; Harbor District to share media links with board members
4. Board Development (Esperanza Gutierrez)
 - a. Current board details: 17 members; 6 members leaving at the end of FY24
 - b. We are losing with the board members terming out or weak in expertise or work in technology, ecology & restoration, communication & PR, marketing & branding, education, fundraising
 - c. Expand our perspectives: BIPOC, LGBTQ+, people with disabilities, emerging leaders
5. Organizational transformations discussion
 - a. Anne Olson, Buffalo Bayou Partnership (Houston, TX)
 - b. Corey Zetts, Menomonee Valley Partners (Milwaukee, WI)
6. Staff Updates (Torhorst)
 - a. Summer en la Plaza (Godoy González): Introduction to organizations that are participating this season; schedule is being developed and calendar invites will be sent out the board members once dates are finalized
 - b. Indigenous Series: Joy Engine Community Challenge Grant received; AOC Community Advisory Committee Mini-Grant received
 - c. Riverwalk: Setbacks discussed (Torhorst)
 - d. Ecological Breakwall (Zeleske)
 - e. Harbor Fest: September 29, 2024; save the date
7. Adjourn

TREASURER'S REPORT

Balance Sheet 1 of 2

	<u>As of 5/31/24</u>	<u>As of 4/30/24</u>
ASSETS		
<u>Current Assets</u>		
1010 Checking account	22,770	33,527
1020 Savings account	251,934	252,267
1110 Accounts receivable (Short-Term)	76,186	76,917
1450 Prepaid Expense	15,067	3,277
1500 Right of Use Asset - Operating	25,866	25,866
Total Current Assets	<u>\$391,823</u>	<u>\$391,852</u>
<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	<u>\$1,236,277</u>	<u>\$1,236,277</u>
TOTAL ASSETS	\$1,728,101	\$1,728,130

TREASURER'S REPORT

Balance Sheet 2 of 2

LIABILITIES AND NET ASSETS

Liabilities

2110 Accounts Payable	11,738	7,270
2180 Accrued Vacation	7,910	7,910
2400 Deferred Revenue	0	0
2600 Lease Liability - Operating	26,175	26,175
Total Liabilities	\$45,823	\$41,355

Net Assets

3020 Unrestricted Operating Assets	35,618	46,708
3030 Board-Designated Operating Reserve	17,186	17,186
3040 Unrestricted Fixed Assets	1,236,277	1,236,277
Total 3000 Unrestricted Net Assets	\$1,289,081	\$1,300,170

3100 Temporarily Restricted Net Assets	393,198	386,605
Total Net Assets	\$1,682,278	\$1,686,775

TOTAL LIABILITIES AND NET ASSETS	\$1,728,101	\$1,728,130
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TREASURER'S REPORT

Statement of Activity 1 of 3

Harbor District, Inc.
Statement of Activity
May 2024 (92% of Fiscal Year)

Revenue

	Operating Budget 2023-2024					Non-Operating	Organizational
	Actual May-24	Actual Apr-24	Actual July-May	Budget (Annual)	YTD % Of Budget	Actual YTD	Total Actual YTD
4065 Foundation Contributions	11,776	3,206	253,568	214,800	118%	176,432	430,000
4070 Government Contributions	7,545	7,545	64,088	69,147	93%	293,897	357,985
4073 Corporate Contributions	0	0	40,000	47,500	84%	0	40,000
4074 BID Contributions	1,000	0	9,000	30,300	30%	11,000	20,000
4075 Individual Contributions	1,750	550	5,550	54,000	10%	0	5,550
4076 Sponsorships	0	0	74,449	80,500	92%	-13,650	60,799
4080 Earned Income	550	550	50,999	47,200	108%	0	50,999
4082 In-Kind Contributions	0	0	16,237	4,535	358%	0	16,237
4085 Interest Income	213	206	1,329	0	n/a	0	1,329
Total Revenue	\$22,833	\$12,057	\$515,219	\$547,982	94%	\$467,679	\$982,898
Carryover Revenue from FY 22-23			22,184	16,728		255,856	278,040
Total Revenue + Carryover			\$537,403	\$564,710	95%	\$723,535	\$1,260,938

TREASURER'S REPORT

Statement of Activity 2 of 3

**Harbor District, Inc.
Statement of Activity
May 2024 (92% of Fiscal Year)**

Expenditures

7200 Salaries & related expenses

7240 Benefits

7250 Payroll taxes

7540 Consultant & Professional Fees

 7520 Accounting fees

 7530 Legal Fees

 7542 Architecture & Engineering Fees

 7544 Art, Photography, Graphic Design

 7545 Partner Contracts/Sub-Grants

 7546 Maintenance Services

 7547 Security Services

 7548 Other Professional Fees

Total 7540 Consultant & Professional Fees

7550 Marketing & Advertising

7560 Signage

8000 BID Grants to Others

8110 Supplies Expense

8130 Telephone & Internet

8135 Meals and Entertainment

8140 Postage, shipping, delivery

8170 Printing & copying

8175 Software

8180 Books, subscriptions, reference

8190 Dues & Contributions

	Operating Budget 2023-2024					Non-Operating	Organizational
	Actual	Actual	Actual	Budget	YTD %	Actual	Total
	May-24	Apr-24	July-May	(Annual)	Of Budget		YTD
						YTD	YTD
7200 Salaries & related expenses	24,790	24,590	318,833	372,580	86%	0	318,833
7240 Benefits	1,536	408	17,783	13,500	132%	0	17,783
7250 Payroll taxes	1,867	2,628	27,059	29,806	91%	0	27,059
7540 Consultant & Professional Fees							
7520 Accounting fees	2,458	1,543	26,622	26,000	102%	0	26,622
7530 Legal Fees	0	0	5,935	0	n/a	0	5,935
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	1,000	0	8,200	10,000	82%	292,098	300,298
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	7,888	7,800	101%	12,560	20,448
Total 7540 Consultant & Professional Fees	\$3,458	\$1,543	\$63,270	\$48,300	131%	\$314,658	\$377,928
7550 Marketing & Advertising	69	69	3,832	4,000	96%	764	4,596
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	934	28	4,694	7,000	67%	1,258	5,951
8130 Telephone & Internet	200	200	2,637	4,040	65%	0	2,637
8135 Meals and Entertainment	141	384	4,062	47,000	9%	0	4,062
8140 Postage, shipping, delivery	0	5	36	100	36%	0	36
8170 Printing & copying	0	0	592	200	296%	0	592
8175 Software	13	13	657	1,500	44%	987	1,644
8180 Books, subscriptions, reference	5	5	376	525	72%	0	376
8190 Dues & Contributions	0	0	924	2800	33%	0	924

TREASURER'S REPORT

Statement of Activity 3 of 3

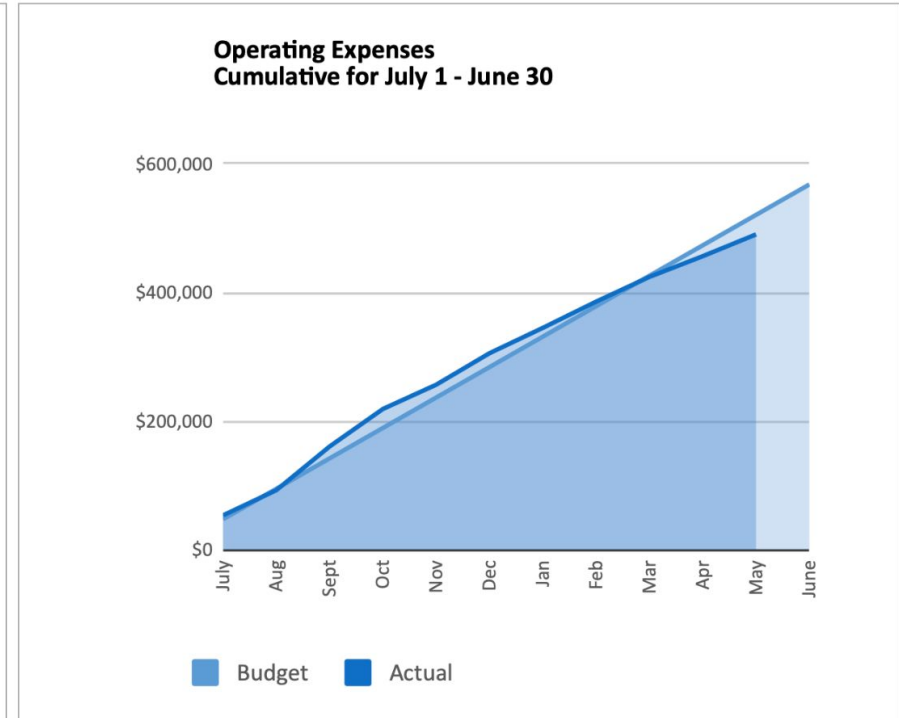
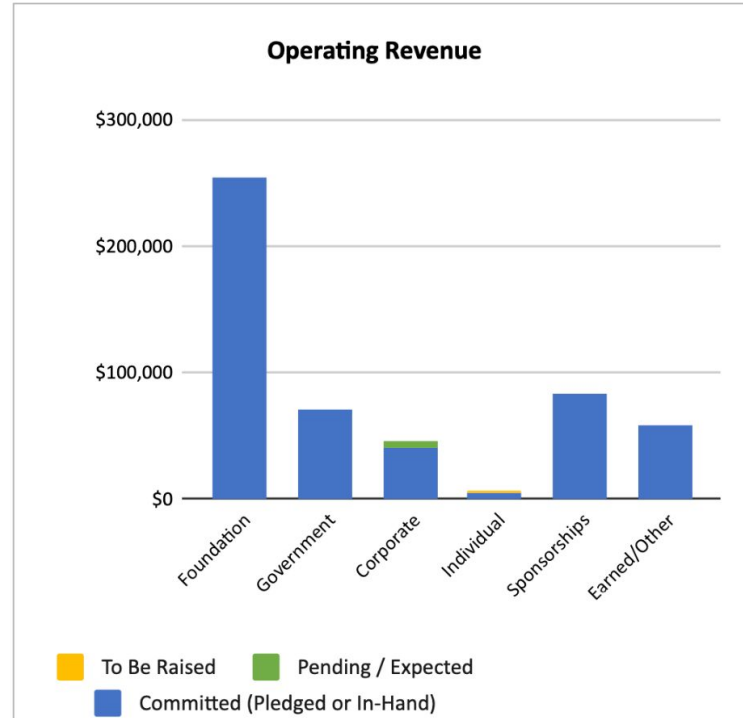
Harbor District, Inc.
Statement of Activity
May 2024 (92% of Fiscal Year)

8195 Licenses and Permits	8210 Rent, parking, other occupancy	8260 Furniture Fixtures & Equipment	8270 Equipment Rental	8280 Boat, Bus, and Venue Rentals	8310 Travel expenses	8320 Conferences and Training	8500 Misc expenses	8520 Insurance - non-employee	8591 Bank and credit card fees	9000 Workers Compensation	Total Expenditures	Capitalized Expenses	Net Revenue with carryover
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Operating Budget 2023-2024					Non-Operating	Organizational
Actual May-24	Actual Apr-24	Actual July-May	Budget (Annual)	YTD % Of Budget	Actual YTD	Total Actual YTD
36	0	273	121	226%	0	273
716	738	8,601	9,300	92%	0	8,601
0	0	0	0	n/a	0	0
0	0	11,934	12,000	99%	0	11,934
0	1,475	9,969	6,000	166%	300	10,269
0	0	168	50	335%	2,936	3,103
100	0	278	0	n/a	1,067	1,345
0	0	3,837	0	n/a	0	3,837
0	0	6,572	6,000	110%	0	6,572
59	63	653	340	192%	83	736
0	0	1,204	1,000	120%	0	1,204
\$33,924	\$32,149	\$490,475	\$568,162	86%	\$322,053	\$812,528
0	0	0	0	n/a	0	0
		\$46,929	-\$3,452		\$401,482	\$448,411

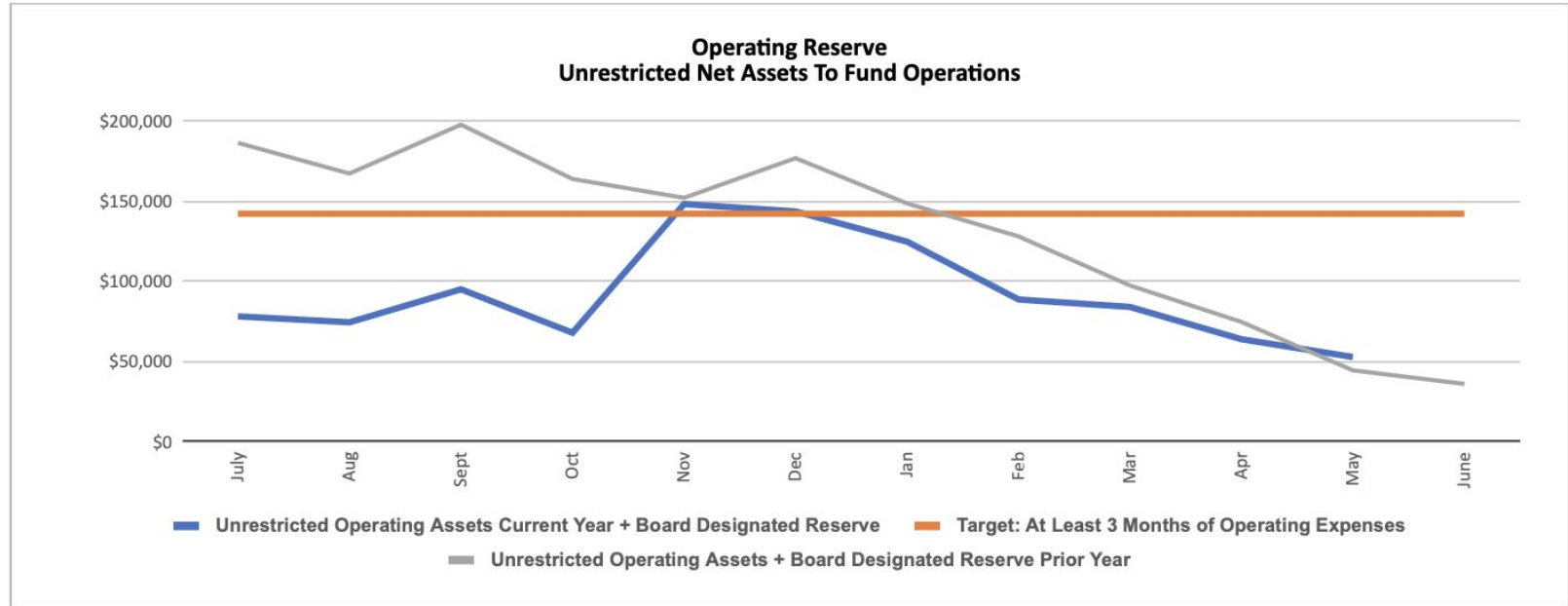
TREASURER'S REPORT

Snapshot
1 of 2



TREASURER'S REPORT

Snapshot 2 of 2



Highlights
- Operating expenses are at 86% of budget at 92% of the year.
- While Unrestricted Operating Net Assets are at \$53k, there are an additional \$175k of Time-Restricted Net Assets that support 24-25 operations, which become unrestricted on July 1st.
- Additional projected Unrestricted Operating Net Assets that would be available for 24-25 operations are dependent on Q2 2024 Harbor Fest pledge commitments.

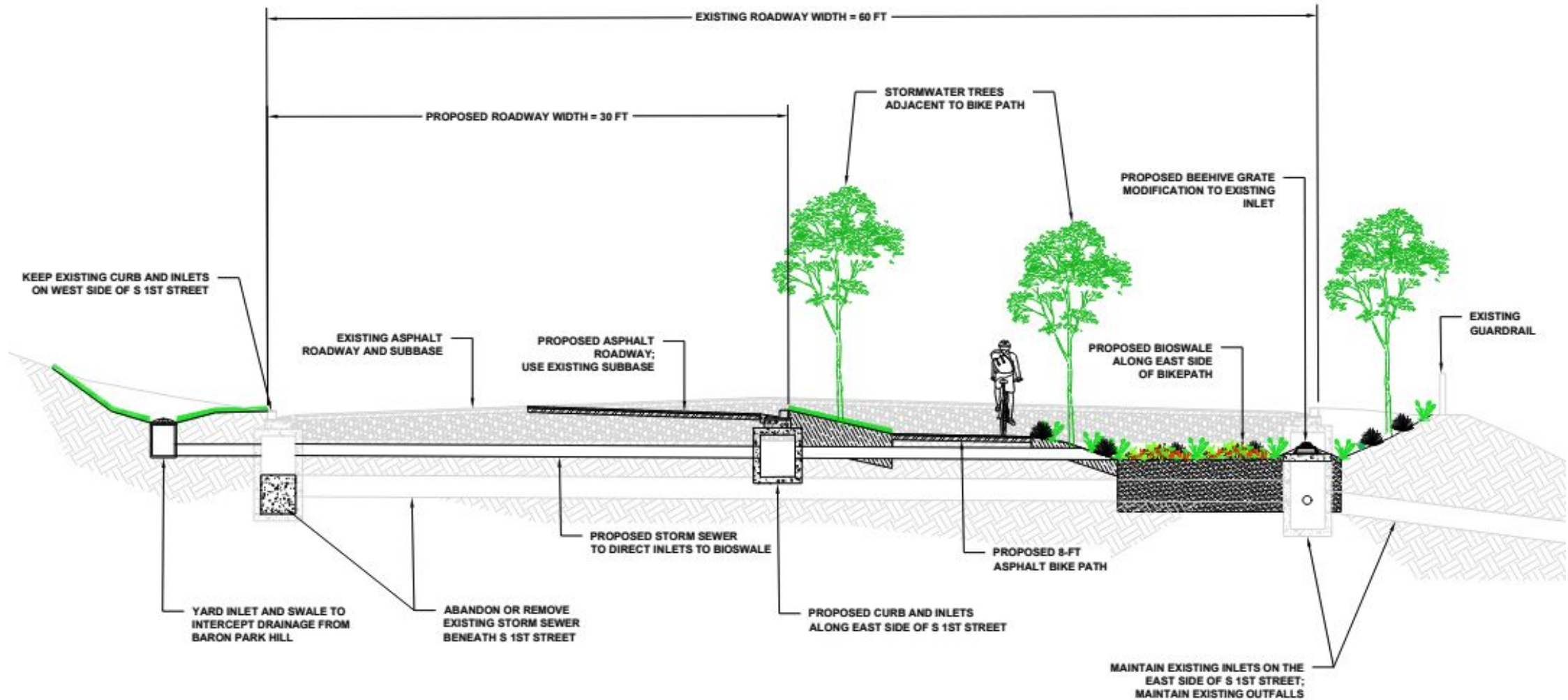
Balance Sheet Summary		
	1-mo Chg	Balance 5/31
Non-Fixed Assets	-4%	\$ 491,823
Fixed Assets	0%	\$ 1,236,277
Liabilities	25%	\$ 45,823
Net Assets	1%	\$ 1,728,101

**STAFF
REPORTS
AND
ACTION ITEMS**

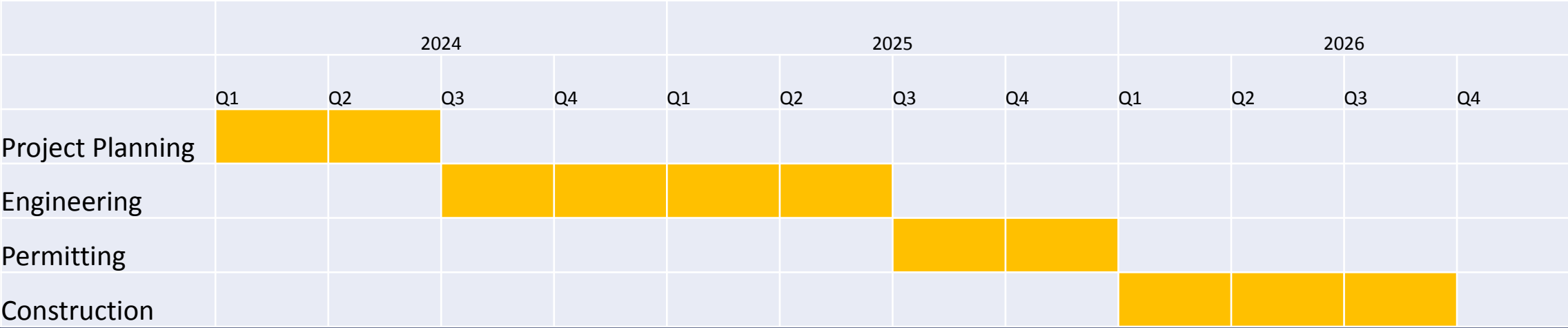
First Street Green Infrastructure



Conceptual Cross Section



Project Timeline



Project Funding

1. MMSD Grant (DPW is the applicant)
 - a. \$345,512.75 – Construction (50% of construction costs)
2. National Fish and Wildlife Foundation – Sustain Our Great Lakes (SOGL) - \$528,385
 - a. \$50,012 HDI Personnel; \$16,350 Indirect
 - b. \$373,514 – Subgrant to DPW for construction
 - c. \$88,587 – Budgeted for Engineering contract
3. DPW Match
 - a. \$200,000 – Pledged as match for MMSD for construction.

2024-25 Annual Budget

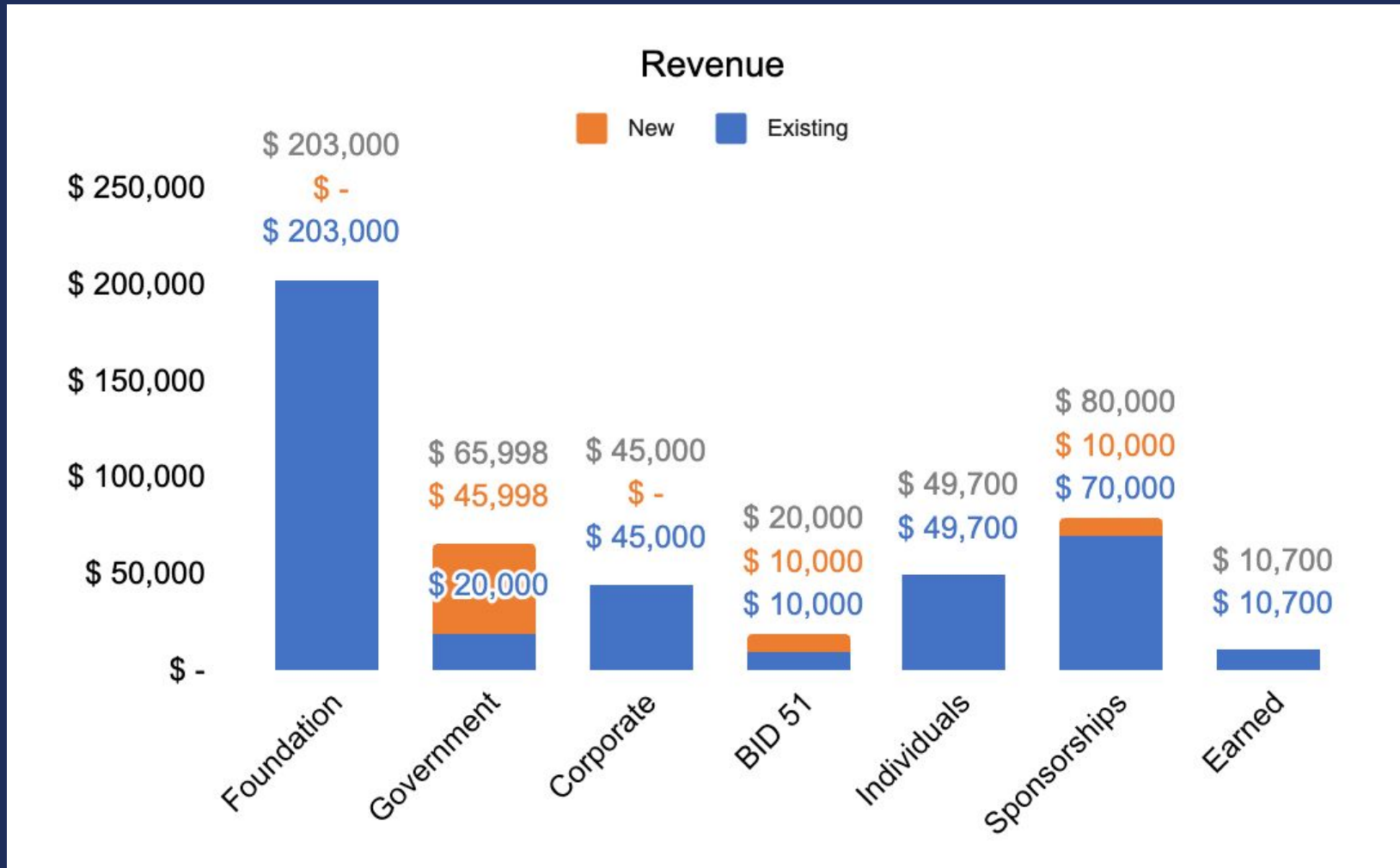
	FY 2023-24		FY 2024-2025							Percent Change	
	Annual	Projected	General	Events	Harbor	CAC	Breakwater	1st St	Operating	24-25 → 23-24	
	Budget	Year-End			Fest	Mgmt			Budget	Budget	Actual
Revenue											
4065 Foundation Contributions	214,800	252,779	180,000			23,000			203,000	-5%	-20%
4070 Government Contributions	69,147	71,494				20,000	23,880	22,118	65,998	-5%	-8%
4073 Corporate Contributions	47,500	45,000	45,000						45,000	-5%	0%
4074 BID 51	30,300	8,000	36,600	20,300					20,300	88%	611%
4075 Individual Contributions	54,000	9,700	19,700	30,000					49,700	-8%	412%
4076 Sponsorships	80,500	73,649		10,000	70,000				80,000	-1%	9%
4080 Earned Income	47,200	55,843	8,700		2,000				47,300	-77%	-81%
4082 In-Kind Contributions	4,535	16,237			12,000				12,000	165%	-26%
4085 Interest Income											
4090 Miscellaneous Income											
Total New Revenue	500,735	532,702	290,000	60,300	84,000	43,000	23,880	22,118	523,298	5%	-2%
Carryover & Release of Restricted Revenue	16,728	22,184	18,829						18,829	13%	-15%
Total New Revenue + Carryover	517,463	554,886	308,829	60,300	84,000	43,000	23,880	22,118	542,127	5%	-2%

2024-25 Annual Budget

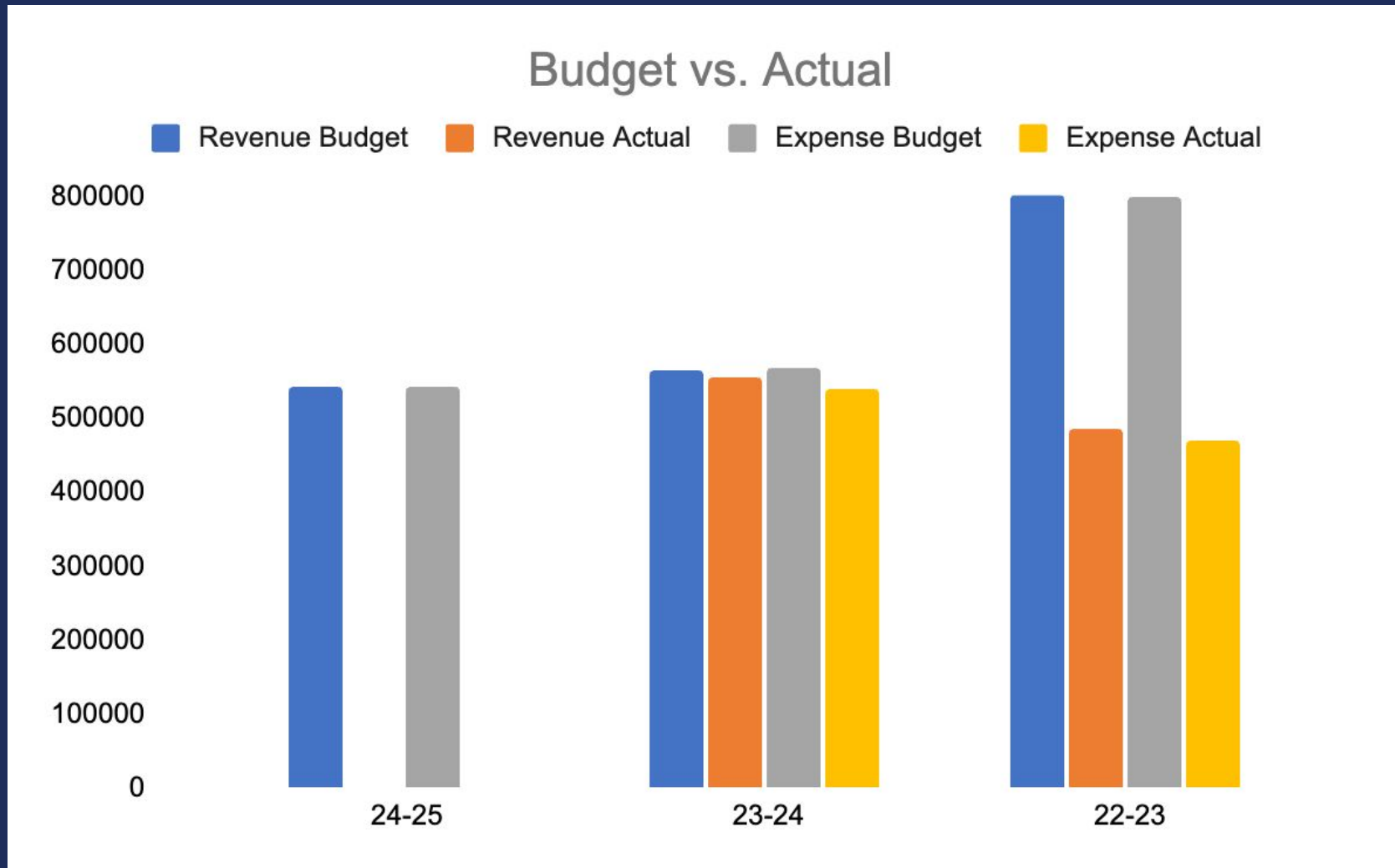
	FY 2023-24		FY 2024-2025								Percent Change	
	Annual	Projected	General	Events	Harbor	CAC	Breakwater	1st St	Operating	24-25 → 23-24		
	Budget	Year-End			Fest	Mgmt			Budget	Budget	Actual	
Expenditures												
7200 Salaries	372,580	342,628	232,002			37,000	23,880	22,118	315,000	-15%	-8%	
7240 Benefits	13,500	18,773	22,755						22,755	69%	21%	
7250 Payroll taxes	29,806	27,410	25,200						25,200	-15%	-8%	
Professional Fees												
7520 Accounting fees	26,000	29,000	23,000			6,000			29,000	12%	0%	
7530 Legal Fees	-	5,935									-100%	
7542 Architecture and Engineering Fees	-	-										
7544 Art, Photography, Graphic Design Fees	4,500	16,625			6,000				6,000	33%	-64%	
7545 Partner Contracts/Sub-Grants	10,000	17,200		10,300					10,300	3%	-40%	
7548 Other Professional/Consultants Fees	7,800	16,439	2,800		4,500				7,300	-6%	-56%	
Total Consultant & Professional Fees	48,300	85,199	25,800	10,300	10,500	6,000			52,600	9%	-38%	

	FY 2023-24		FY 2024-2025							Percent Change	
	Annual	Projected	General	Events	Harbor	CAC	Breakwater	1st St	Operating	24-25 → 23-24	
	Budget	Year-End								Fest	Mgmt
Operational Expenses											
7550 Marketing & Advertising	4,000	3,900	2,000		3,000				5,000	25%	28%
7560 Signage	2,000	2,234			2,000				2,000	0%	-10%
8110 Supplies Expense	7,000	3,789	2,000		2,500				4,500	-36%	19%
8130 Telephone & Internet	4,040	2,900	4,040						4,040	0%	39%
8135 Meals and Entertainment	47,000	4,522	3,000	50,000	3,000				56,000	19%	1138%
8140 Postage, shipping, delivery	100	100	100						100	0%	0%
8170 Printing & copying	200	600	100						100	-50%	-83%
8175 Software	1,500	670	1,500						1,500	0%	124%
8180 Books, subscriptions, reference	525	400	525						525	0%	31%
8190 Dues & Contributions	2,800	1,800	2,800						2,800	0%	56%
8195 Licenses and Permits	121	263		100	31				131	8%	-50%
8210 Rent, parking, other occupancy	9,300	8,600	9,300						9,300	0%	8%
8260 Furniture Fixtures & Equipment									-		
8270 Equipment Rental	12,000	11,934			11,700				11,700	-3%	-2%
8280 Boat, Bus, and Venue Rentals	6,000	8,524	2,000		7,000				9,000	50%	6%
8310 Travel expenses	50	168	100						-	100%	-40%
8320 Conferences and Training		178	6,000						6,000		3271%
8500 Misc expenses		3,837	4,000						4,000		4%
8520 Insurance - non-employee	6,000	6,635	7,000		700				7,700	28%	16%
8591 Bank and credit card fees	340	614	600		100				700	106%	14%
9000 Workers Compensation	1,000	1,204	1,200						1,200	20%	0%
Total Expenditures	516,759	536,057	352,022	60,400	40,531	43,000	23,880	22,118	541,951	5%	1%
Capitalized Expenses											
Net Revenue	704	18,829	(43,093)	(100)	43,469				176	-75%	-99%

2024-25 Annual Budget



2024-25 Annual Budget



BOARD COMMITTEE ACTION ITEMS

1. Governance Committee
 - a. The Governance Committee is recommending the following persons to be nominated for reappointment to the Milwaukee Harbor District's Board of Directors:
 - Paulina Esperanza Gutierrez, Executive Director, Milwaukee Election Commission, three year term
 - Rosamaria Martinez, Maternal and Child Health Director, Milwaukee Health Department, three year term
 - Patricia Hoben, Community Volunteer, one year term
 - b. The Governance Committee is recommending the following persons to be nominated for the next term for Milwaukee Harbor District Officer Positions:
 - President, Rosamaria Martinez
 - Vice President, John Koetz
 - Treasurer, fourth term for Nahid Afsari
 - Secretary, Paulina Esperanza Gutierrez
 - c. The Governance Committee is recommending the following persons to be nominated for the Development Committee, an Advisory Committee to the Board of Directors:
 - Chair, Heather Nelson
 - Members, JoAnne Anton, Dan Druml, Kathryn Berger

BOARD COMMITTEE ACTION ITEMS

c. The Governance Committee is recommending the following person to be nominated for the Governance Committee Chair, Governance Committee is an Advisory Committee to the Board of Directors:

- Tom O'Reilly

d. The Governance Committee is recommending the following persons to be nominated for the Executive Committee, a Standing Committee to the Board of Directors:

- Chair, Rosamaria Martinez
- Members: John Joetz, Nahid Afsari, Paulina Esperanza Gutierrez, Heather Nelson, Tom O'Reilly.

Adjourn

2024-25 Board Meetings dates will be sent soon

Harbor Fest - Sunday, September 29th 11am - 3pm