



Board of Harbor Commissioners (BHC) Meeting Minutes
Thursday, April 13, 2023 – 8:00am
In-Person Meeting
Port Milwaukee – 2323 S. Lincoln Memorial Drive
Milwaukee, WI 53207

BOARD COMMISSIONERS IN ATTENDANCE:

Comms. Alderman Mark Borkowski, Claude Krawczyk, President (Pres.) Tim Hoelter, Craig Mastantuono, Vice President (VP) Ron San Felippo, and Diane Diel.

BOARD COMMISSIONERS EXCUSED:

Kathy Smith

OTHERS IN ATTENDANCE:

Zach Hasenstein
Mary Schanning
Sarah Pancheri
Jason Stuewe
Bryan Wunar

Gregory Bird
Alex Carson
Jada Davis
Angelique Pettigrew

PORT MILWAUKEE STAFF IN ATTENDANCE:

Maria Cartier – Market Development Manager
Matt Gwiazdowski – Engineering Technician IV
Peter Daniels – Civil Engineer III
Eric Polzin – Port Operations Manager
John Dermeyer Jr. – Port Facilities Supervisor
Brian Kasprzyk – Chief Engineer
Jonathan Fera – Communications Officer
Selena Cole – Finance Specialist
Jackie Q. Carter – Port Director/Secretary

I. BHC Meeting Called To Order

Pres. Tim Hoelter called the April 13, 2023 meeting to order at 8:00 am.

II. ACTION ITEMS

a) **Approve Thursday, February 9, 2023 Meeting Minutes**

Presented by Pres. Tim Hoelter

Following consideration and discussion by the Commissioners, VP San Felippo’s motion to approve the February 9, 2023 minutes was seconded by Craig Mastantuono and carried by the following vote:

AYES: Comms. Borkowski, Diel, Krawczyk, VP San Felippo

NAYS: None

b) **Approve Milwaukee World Festivals (MWF) Capital Improvements, Annual Report and Access Calendar**

Presented by Sarah Smith-Pancheri

Ms. Smith-Pancheri reviewed the 2022 annual report and audit, as well as the 2022 season report, community outreach efforts and the 2023 calendar. From May 1st through October 15th, about 1 million patrons attended 44 public events at the park. This included ethnic festivals, charitable walk/ runs, and Summerfest. This included record breaking attendance for Pride Fest and Mexican Fiesta.

Throughout the season, MWF supports the ethnic festivals in a variety of ways. These resources, according to Mr. Stuewe, include bids for electrical services, tents, and chairs, which have resulted in cost savings for ethnic festivals. For 2023, MWF will provide security plans, public address audio systems, and equipment rentals to ethnic festivals. Investments in lighting infrastructure and other upgrades also benefit the festivals' operations.

New marketing initiatives are in place, which include highlighting all festivals. MWF will host a "City of Festivals" media preview to kickoff the festival season. MWF will invest in photography and videography as well as expand social media presence. Festivals experience some financial relief through regular communication and strategies for efficiencies.

In 2023, the three- weekend model will be better evaluated. A meeting of the finance committee will be scheduled to delve more into several issues.

Northwestern Mutual Community Park was open for 148 non-event days with over 30,000 in attendance, parking, security and support of family services building.

In 2022, MWF hired 1700 seasonal employees from May through October, with 66% City of Milwaukee residents and 80% Milwaukee County residents. Recruitment starts in March of every season.

Mr. Hasenstein provided a review of the 2022 audit. Cash on hand increased in 2022 compared to 2021. Operating Expenses also increased from the prior year. MWF has established a new lease accounting standard, which will be reflected on the balance sheet.

Ms. Schanning provided an overview of the 2023 access calendar to date, with events to be added. Events begin May 7th and go until October 14th. Summerfest, Summerfest Tech, six ethnic festivals, and numerous concerts are scheduled, as well as charitable walks and other events. The Children's Park will also be opening.

Following consideration and discussion by the Commissioners, VP San Felippo's motion to approve the public access calendar was seconded by Commr. Krawczyk and carried by the following vote:

AYES: Comms. Borkowski, Mastantuono, and Diel.

NAYS: None

Mr. Stuewe discussed the capital budget which includes small projects including accessibility upgrades such as wheelchair ramps and lifts. Other projects include campus improvements like generators, security camera upgrades and other small equipment purchases.

Following consideration and discussion by the Commissioners, Commr. Craig Mastantuono's motion to approve the Capital Improvements Budget was seconded by Commr. Diane Diel and carried by the following vote:

AYES: Comms. Borkowski, Krawczyk, VP San Felippo

NAYS: None

III. INFORMATIONAL UPDATES

a) Annual Presentation from Discovery World

Presented by Bryan Wunar

Mr. Wunar provided an overview on 2022 and a forecast for 2023. Total attendance for 2022 across all areas was greater than expected in all areas. Member objectives were also exceeded. School group visits were lower than expected due to ongoing restrictions. Attendance is expected to be higher in 2023 compared to 2018. Summer camp attendance is also expected to be the biggest on record. Discovery World offers promotions, scholarships, and sliding scales. Improvements are predicted as a result of Discovery World's rebranding and increased visibility. Removing barriers to involvement, partnering with business and philanthropic organizations, and increasing social media presence, website activity, and promotions have all led to greater participation.

Discovery World has implemented a new strategic framework involving stakeholders, audiences, donors, board and staff. The mission and vision statements as well as the core concepts have been redefined. Focus is placed on school-age children with an intentional effort to serve educational needs of early learners in science early in their lives. Rebranding is part of the attempt to increase visibility and position locally, regionally, and nationally. A new logo and messaging were created to look and feel well aligned with experiences. Billboards and media attention have helped to carry message forward.

b) 2022 Annual Report

Presented by Maria Cartier

Ms. Cartier unveiled the official 2022 Annual Report, "Making Waves," which highlights historic moments such as the appointment of Jackie Q. Carter, the first woman and person of color Port Director, as well as a historic cruising season. The report highlights capabilities and unique project cargo, a record cruising season, DeLong progress, sustainability and DMMF progress. The use of drones has improved imagery. The digital copy will be available on the website and distributed to key stakeholders – annual report distribution will be to City and State contacts, tenants and other key contacts, and distributed at relevant public events.

IV. PORT MILWAUKEE OPERATIONS REPORT – Eric Polzin

Mr. Polzin provided a ship breakdown since the last meeting that was nearly identical to last year. Crane inspections were successfully completed. Crane 9, a staple since the 1950's, has been sold to the highest bidder. The cruise season is quickly approaching and preparations have begun. The X-ray trailer has been checked. The Milwaukee Fire Department visited the docks, in the event that they have to respond. Crane work has been completed for JM Brennan for the remediation of the Milwaukee River. The Skimmer kickoff meeting has taken place, with nothing unusual to report. The Isadora, the first international steel shipment arrived. This is the typical time for ships to begin arriving. Departures of winter layups have started. There has been no work done throughout the winter, but work on the Harbor Seagull has begun. All parts have arrived, but have not yet been installed.

V. PORT MILWAUKEE FINANCIAL REPORT – Jackie Q. Carter

Ms. Carter discussed the Port's financial report. Although operating revenue is currently uncommonly low, it is okay and is expected to pick up once the shipping season gets underway. Salaries have been impacted by several market studies, but should level off because of vacancies. Operating expenditures are typical for this time of year. Work is coming up and this will increase. The receivables percentages have increased, but the dollars have decreased. Special funds budgets are lower than usual. Equipment repairs are high compared to what has been budgeted. Capital carryover and additional requests may cover any unanticipated repairs, but we should be cautious. Revenue accounts have been developed for improved tracking, particularly as it relates to cruising. There are no real concerns with the budget or expenses.

VI. PORT MILWAUKEE ENGINEERING REPORT – Brian Kasprzyk

Mr. Kasprzyk discussed the water levels, which are at a good spot. The trend is historic and there are no major concerns. He provided an update on the AMEF (DeLong) development. New railroad track is dedicated TO DeLong movement. They are close to completion and hope to operate early May. Rail expansion awarded last summer, and work is ongoing.

VII. PORT MILWAUKEE TRADE DEVELOPMENT REPORT – Maria Cartier

Per Ms. Cartier, tonnage through February was up 14% over last year, with dry bulk, cement, and salt all up. Because Green Bay was closed, liquid freight arrived in Milwaukee instead. We are not expecting as much steel as we did last year. Warehouses are nearly filled, depending on demand. It may start slowly, but it may pick up by the conclusion of the season. Jackie's swearing in attracted a lot of local media for interviews. Jackie is the first African-American woman director of a commercial port in the country as well as the first person of color in the state and region and the only woman of color in the country. There has been a press release on smelting expanded hours. For cruising, the Viking Octantis arrives on May 4th. There are 31 planned cruise visits for the season and two new ships - Viking Polaris and Hanseatic Inspiration. Preparing for cruising season includes meetings around safety, logistics, and the cruise collaborative. The cruise collaborative had 40 attendees. There are ten different vessels, with 29 turnarounds. Ms. Cartier attended Cruise the Great Lakes and Seatrade, two industry events. There is a new ad running in cruise publications. There are currently 7 approved FTZ operators. For the year, FTZ shipments totaled \$4.25 billion, supporting nearly 4,300 jobs.

VIII. PORT MILWAUKEE DIRECTOR'S REPORT – Jackie Q. Carter

The Port Director discussed a variety of subjects. Meetings with tenants have been completed with more to come. Meetings will take place when FMT is acquired by Logistec. The meetings cover what we need, what they need, and how we can support. The topics to be discussed determine the appropriate Port staff to be in attendance.

Port 101's have continued with Alderman Brostoff and will be scheduled with new aldermen that will be sworn in. At the AAPA Legislative Summit, the Administrator of Foreign Agriculture Service discussed export needs and increasing agriculture capacity in the United States. The

DeLong Company will be submitting their second MARAD application to expand their capacity. The request is to install more grain bins to accommodate more than one commodity at a time, which would help to meet the agricultural export capacity locally and nationally.

Other panel discussions covered equipment manufacturing and purchasing, as well as port electrification and how to start that process. Capitol Hill day included discussions with Senator Baldwin's office.

The regional group, AGLPA held their winter meeting where they discussed the MARAD grant and continued funding. Senator Marcy Kaptur (Ohio) who supports Great Lakes transportation, discussed upcoming opportunities and the Great Lakes Authority as well as how to define who's on the commission so that it focuses on the mission and does not become an extension of the EPA. Meetings were held with lobbyists for Great Lakes Governors, including Governor Evers. Cruise discussions heavily focused on Port Milwaukee due to the level of activity.

Work on filling the vacancies continues. The list of Trade Development Representative candidates contains seven candidates who will be interviewed on April 26th, with the intention of filling the job by the following meeting. The Finance & Administration Officer recruitment is open until April 21st, with a focus on the pool's quality in terms of skill and cultural fit. Due to a skill gap, the Administrative Assistant III was asked to resign. The position has been approved by Finance & Personnel but has not yet been posted. The position could be reclassified. With vacancies, we have identified some vulnerabilities where overlap is required, and we are looking to implement some redundancies. There is also a newer vacancy with the recent resignation of a Crane Operator.

Alderman Borkowski proposed a boat tour to be discussed and potentially scheduled at the next meeting in light of the five new aldermen that will be elected. This would better showcase the Port's work.

IX. ADJOURNMENT

Commr. Krawczyk's motion for adjournment was seconded by Commr. Diel and carried by the following vote:

AYES: Commrs. Borkowski, Mastantuono, and VP San Felippo

NAYS: None

Pres. Hoelter adjourned the April 13, 2023 Board of Harbor Commissioner's meeting at 10:21 a.m.