

GREEN BAY/BROWN COUNTY PROFESSIONAL FOOTBALL STADIUM DISTRICT

Pursuant to Section 19.84, Wis. Stats., a meeting of the Green Bay/Brown County Professional Football Stadium District Board was held on **Monday, September 28, 2020** at 2:00 p.m. in the Lambeau Field Atrium.

PRESENT: Chuck Lamine, Leah Weycker, Kristen Johnson, Keith Lucius, Sen. Cowles, Mark Gaul, and Bill Galvin via cellphone

ALSO PRESENT: Pat Webb, Greg Kuehl (via phone) Bill Vande Castle (via phone), Brian Dworak of Sigma, and Aaron Popkey

1. CALL MEETING TO ORDER

The meeting was called to order by Chair Lamine at approximately 2:00 p.m. Chair Lamine welcomed Mr. Gaul to the Board.

2. ROLL CALL

Roll call was taken. All Board members were present except Bill Galvin who joined later via cellphone.

3. PLEDGE OF ALLEGIANCE

The Board recited the Pledge of Allegiance.

4. APPROVE/MODIFY AGENDA

A MOTION WAS MADE BY KEITH LUCIUS AND SECONDED BY KRISTEN JOHNSON TO APPROVE THE AGENDA. A vote was taken. MOTION CARRIED UNANIMOUSLY.

5. ELECTION OF OFFICERS

Mr. Webb explained the process of nominations starting with the Chair. Mr. Vande Castle was on the line and reviewed the procedures for the election of officers

Mr. Vande Castle reviewed the process for the election of officers.

Chair Lamine opened the floor for nominations.

Kristen Johnson nominated Chuck Lamine for Chair.

Chair Lamine asked three times for any other nominations. There were none.

A MOTION WAS MADE BY LEAH WEYCKER AND SECONDED BY KRISTEN JOHNSON TO CLOSE THE NOMINATIONS FOR CHAIR. MOTION CARRIED UNANIMOUSLY.

A role call vote was taken to elect Chuck Lamine as Chair. MOTION CARRIED UNANIMOUSLY.

Chair Lamine then asked for nominations for Vice-Chair.

Mr. Lucius nominated Ms. Weycker for Vice-Chair.

Chair Lamine asked three times if there were any other nominations. There were none.

A MOTION WAS MADE BY KEITH LUCIUS AND SECONDED BY KRISTEN JOHNSON TO CLOSE NOMINATIONS FOR VICE-CHAIR. A vote was taken. Motion passed unanimously.

A roll call vote was taken to elect Leah Weycker as Vice-Chair. MOTION CARRIED UNANIMOUSLY.

Chair Lamine asked for nominations for Secretary.

Sen. Cowles nominated Kristen Johnson for Secretary.

Chair Lamine asked three times if there were any other nominations. There were none.

A MOTION WAS MADE BY KEITH LUCIUS AND SECONDED BY SEN. COWLES TO CLOSE NOMINATIONS. Vote taken. Carried unanimously.

A roll call vote was taken for the Secretary nomination. THE VOTE FOR MS. JOHNSON AS SECRETARY PASSED UNANIMOUSLY.

Chair Lamine asked three times for nominations for Treasurer. There were none – Sen. Cowles offered to be nominated.

A MOTION WAS MADE BY KRISTEN JOHNSON AND SECONDED BY KEITH LUCIUS TO CLOSE NOMINATIONS FOR TREASURER. Motion carried.

A roll call vote was taken to nominate Sen. Cowles as Treasurer. VOTE PASSED UNANIMOUSLY.

Bill Galvin joined via cellphone.

The slate of officers voted into office: Chair – Chuck Lamine; Vice-Chair – Leah Weycker; Secretary – Kristen Johnson; Treasurer – Sen. Cowles.

6. REQUEST FOR APPROVAL OF THE MINUTES – JUNE 22, 2020

Ms. Weycker has a slight change to the minutes for people listed in attendance.

She also questioned a date but Mr. Webb confirmed it was correct.

A MOTION WAS MADE BY LEAH WEYCKER AND SECONDED BY KEITH LUCIUS TO APPROVE THE MINUTES AS CORRECTED. A vote was taken. MOTION CARRIED UNANIMOUSLY.

7. COMMUNICATIONS

A. Green Bay Packers Shareholders' Meeting Financials

Mr. Webb mentioned the contribution made by the Stadium District. However, this year with no people in the stands there will be a reduction in revenue and expenses, but the legislation and Lease were set up to reimburse the Team based on what is collected and not a set amount.

The flow chart and the sources and uses of funds shows the O&M Fund with the ticket tax coming in plus the 8257 Fund. The 8257 Fund is about \$5 million. The District got money last year for the playoff game and that totaled \$1 million so the District will probably end up turning over \$6 million to the Packers depending on whether or not there are fans in the stands. Mr. Popkey arrived, and Mr. Webb asked if he wanted to add anything.

Mr. Popkey said the financials have been impacted significantly without the fans in attendance. The national and local revenue is down and the sponsorships as well. They are making changes accordingly and dealing with it the best they can like other businesses. They have added tarps in the stadiums and signage to accommodate existing sponsors. He said the bulk of the revenue comes from the TV contracts so if they play the season that would cover players costs. The corporate reserve is also available to tap into if needed to get into next year if all goes well.

Sen. Cowles asked about layoffs or cuts to salaries. Mr. Popkey said that for the most part personnel has been retained and they haven't had to make any changes up to this point. They are taking a careful look at schedules and paid time off from a human resources standpoint. There have been no major disruptions yet.

Mr. Lucius asked if they have any prospects on having fans this year and how they are approaching that issue.

Mr. Popkey answered they are evaluating that and there are many pieces with it. Protocol wise the NFL developed very robust protocols in terms of hosting games. They are getting those ready for players and other things. Their focus for the first two games to play with essential people went well. They made some minor adjustments but overall it went pretty good. They are getting the NFL requirements ready as far as signage and other things. Operationally, he thinks they feel pretty good but logistically they are looking at numbers in Brown County and the State. The reports are very troubling. They have met with health experts and they were pleased with how detailed they were. Mr. Popkey explained that if there isn't a drastic trend in the other direction, he anticipates the decision isn't good. He said they want to allow fans – even 20% capacity so the players can feel some energy. They will make a decision in the next couple weeks. Some teams have been testing protocols by allowing family and friends at games. They are doing dry runs so if numbers improve that could be a possibility. Chair Lamine asked about the MLB plan to go through the rest of the season without fans. Mr. Popkey wasn't sure. He stated that here at Lambeau it all depends on where the numbers are at the end of the day. Right now they are too high. He also stated they've been in touch with the Governor's office and are updating them. He admits the state doesn't necessarily have authority in the Team's decision, but they want to be on the same page.

B. Late Communications (if any)

There were no late communications.

A MOTION WAS MADE BY SEN. COWLES AND SECONDED BY KRISTEN JOHNSON TO RECEIVE AND PLACE THE COMMUNICATIONS ON FILE. A vote was taken. MOTION CARRIED UNANIMOUSLY.

8. SPECIAL EVENTS & ECONOMIC DEVELOPMENT FUND UPDATE

A. Detail of Special Events and Economic Development Fund

Mr. Webb said having no events will result in making some minor cuts to the budget. He said there were major cuts in hours worked two years ago and he is working with Sigma to look at each of the line items that affect what the District draws from this fund. He said the fund has to last until they can host events or until 2031. If the Team and the municipalities want the District to continue, they need to come up with whole new financing which will include renegotiating the Lease. This District is unlike any other district in that it doesn't collect any rent for the facility – the City gets a payment.

Chair Lamine mentioned that if they plan to renegotiate the lease that will only take additional staff time. Mr. Webb agreed and said there aren't any funds for that and any attorney fees that will be incurred. It would take some creativity. Chair Lamine said that one of the benefits of having Mr. Webb and Mr. Kuehl still on the staff is that they know the lease and would be able to get it done quicker rather than getting new staff in. Mr. Graul had a question on some of the numbers. Mr. Webb offered to meet with him to go over the funds.

Mr. Popkey mentioned they hope to be able to schedule events again but the events are usually scheduled at least a year out. Mr. Webb added that the Notre Dame game was schedule 3 years out. They may be able to schedule the game if they replay it at some point in time but would be lucky to have it in the next couple years. The community events and organizations have come to depend on these funds. Mr. Webb hopes to have more detail in the budget that will be presented at the next meeting. Mr. Lucius asked if the approved not paid events are all happening or if they are on hold. Mr. Webb said the dart and pool tournaments might not take place. WIAA funds will be returned if they don't come. They are not sure about the US Bowling event and everyone is crossing their fingers for the 2021 events to happen. A lot of the local economy depends on it.

Mr. Webb presented the thank you letter from the museum. Chair Lamine mentioned this exhibit just met with some unfortunate timing. Mr. Webb agreed.

Sen. Cowles asked about the model constructed with legislature and if the Packers would be willing to come out and say they like this model and would want it to continue. He asked if there were no games played if they would have to come up with some funds to keep this model going.

Mr. Popkey said they would take a look at that, but some obvious things are no longer applicable. They would look at a possible extension of the lease and changes to funding.

Mr. Webb said this is more of a partnership and interest exists with all parties. There are funds set aside that the legislature would have to free up and they need much more detailed discussions. Mr. Popkey agreed. It looks like as they move forward, they would discuss extending and adjusting the lease. Mr. Webb said the best thing would be to have more special events. Chair Lamine said he will be looking forward to that day.

B. July 1, 2020 Letter from Neville Public Museum Foundation RE: Exhibit Donation

A MOTION WAS MADE BY SEN. COWLES AND SECONDED BY KEITH LUCIUS TO RECEIVE AND PLACE ON FILE. A vote was taken. MOTION CARRIED UNANIMOUSLY.

9. ANNUAL MAINTENANCE AUDIT

Mr. Kuehl explained some of the things noted in the annual walkthrough. They will get a final report from Sigma and go over that in detail during a presentation at the December 14th meeting.

There were no questions.

10. JUNE, JULY AND AUGUST 2020 FINANCIAL REPORTS

Mr. Webb said there are some changes due to ticket tax revenue being down with no events being held. He explained that the payment to the Team will also be down. There is \$6 million available. He explained the staff has cut all travel and got rid of all dues payments. They will save money in the Sigma contract and there will be other minor changes. The big difference is the loss of \$1 million without having the Notre Dame game.

There were no questions on the financials.

A MOTION WAS MADE BY SEN. COWLES AND SECONDED BY KRISTEN JOHNSON TO APPROVE THE FINANCIAL REPORTS. Vote taken. MOTION CARRIED UNANIMOUSLY.

11. DIRECTOR'S REPORT

Mr. Webb presented the special revenue fund. The first column shows the money put away for the O&M fund payment. The flow chart explained this is put away in escrow and other revenues come in and a formula determines what to pay the Team. This is about \$5 million a year. There are Treasury bills that come due every year to match what is due to the Team. The other portion is the ticket tax component.

The Packers Operations & Maintenance request is approximately \$1.8 million. This payment is the final payment for 2019.

The District User Fee Fund is at \$8.2 million. The Packers will make a request for \$6 million to be used for the concourse project.

Mr. Kuehl presented the capital improvements projects report. The Team submits their report each year. The 2021 report has an initial budget and doesn't show the final costs. When the project is completed the Team submits a booklet with final costs. Each year they do spend a substantial amount of money which is really in many ways tied to why the building looks so good on the annual maintenance assessment.

Mr. Webb gave an annual insurance review update. This is required to discuss coverages and make sure everyone is satisfied the required coverages are in place. This year the meeting wasn't in person and everything was presented via emails. It appears all the proper coverages have been maintained and are in place.

Mr. Webb explained that NWTC decided to waive their fees January – June. They supposedly started a new program July 1 to meet the MBE/WBE requirements. The money is paid out of the O&M Fund and not the precious \$80,000 for operations. It is a good program if they can get it to work. Mr. Kuehl will continue to work with NWTC regarding the new program.

Mr. Webb presented the brick and tile sales. As of July, there were approximately \$35,000 in sales which will most likely get to the \$60,000 sales goal. The sales have held up well for this period of time.

Mr. Webb gave a budget update and how the Board was worried about continuation and how to continue if some of the staff left or retired. They laid out some scenarios and one was to contract with a private agency which Sigma was. The Board decided to contract with Sigma and Mr. Webb became an employee and Mr. Kuehl a contracted employee. They will review this contract with Sigma to see if there are any changes that can be made and try to cut it down at least for a year because of the lack of special events.

Mr. Webb discussed future meeting dates. The meetings are scheduled now for the fourth Monday of every quarter at the 2:00 time. The Board likes the change and will continue with this meeting schedule.

There were no other matters for the Director's Report

A MOTION WAS MADE BY SEN. COWLES AND SECONDED BY KEITH LUCIUS TO APPROVE THE DIRECTORS REPORT. Vote taken. MOTION CARRIED UNANIMOUSLY.

12. OTHER MATTERS AUTHORIZED BY LAW

There were no other matters.

Mr. Webb introduced Brian Dworak from Sigma who is Chief Financial Officer. He gave the Board his background information and asked if the Board had any questions. There were none. Mr. Webb added they will have work processes on file to help understand all the District's procedures and operations.

Mr. Webb asked if the Board preferred meeting in person or via Zoom. Mr. Gaul stated he prefers Zoom and the decision was made to hold the next meeting virtually.

12. MOTION TO ADJOURN

A MOTION WAS MADE BY KRISTEN JOHNSON AND SECONDED BY KEITH LUCIUS TO ADJOURN THE MEETING. A vote was taken. MOTION CARRIED UNANIMOUSLY.

The meeting adjourned at approximately 3:00 P.M.

Respectfully submitted,

Diane Roskom
Administrative Specialist