

**Peninsula Stadium Authority  
Monday, July 31, 2023 (August Meeting)  
War Memorial Stadium Conference Room  
Minutes**

**Attendance**

## Board Members

- Wayne Gomes (C)
- Garth Wallis (S)
- Melissa Brady (T)
- Frank Feagan
- Jim Goodbody
- Sallie Marchello
- Malik Perry
- Randy Price
- Ruth Simmons
- Jim Wilson
- John Jackowski

## Members not present

- None

## Hampton City Staff

- Angela King
- 

## Community Baseball

- Henry Morgan
- Matt Mitchell
- 

(C) Authority Chair

(S) Secretary

(T) Treasurer

(Z) Zoom

## Other Guest

- 

The meeting was called to order by the Chair at 12:00 p.m.

**Minutes**

A motion to accept the July 10 meeting minutes was made by Jim W. and seconded by Ruth. All voted and the motion passed unanimously.

**Treasurer's Report**

Melissa presented the Treasurer's report that included one interest deposit totaling \$3.45 and a balance of \$200,140. A copy of the summary report was included in the meeting reminder. A motion to accept the report was made by Garth and seconded by Randy. All voted and the motion passed unanimously.

**Insurance Update**

Wayne reported that he had worked with City staff to renew the stadium insurance policies with TowneInsurance. Based on discussions with City staff and other individuals, Wayne did not accept the Terrorism clause, saving several thousand dollars. The insurance premium of approximately \$31.5k for the stadium was paid by the City of Hampton. No vote was required.

**September Meeting Date**

Our regular meeting date is September 4, 2023. As this is a holiday, Wayne reminded us that the meeting date had been moved to September 11, 2023, earlier in the year.

### **PSA Annual Allocation (Operating Budget) Priority Projects**

The Board continued the discussion of the PSA annual allocation / winter projects. The winter project plan was prioritized with four open cost estimates. Revised cost estimates are due to Garth within two weeks for the following:

- Barricade / fencing (Jim W.)
- Grandstand roof repairs (Frank)
- Homeplate netting (Matt)
- Ongoing costs (Garth/Melissa)

Safety matters and the new bookkeeping agreement were the major considerations in ongoing costs:

- Emergency access to the field (marking and signage)
- Handicap bathrooms (adjust doors or automate opening)
- Other ADA and safety related tweaks
- Managing and controlling the hourly accounting service costs

Sallie asked if the ongoing costs included the bookkeeping estimate. It did not cover the entire amount, so the ongoing cost estimate was increased. Discussion then turned to the fact that the bookkeeping expense could be more than 25% of ongoing costs. The bookkeeping contract will be closely managed and monitored to minimize the expense. Garth reminded the board members that when the bookkeeping contract was approved by the board that: an annual audit is required by state code; formal financials are necessary for the audit to be completed; and that only one firm responded to the RFP. Again, all bookkeeping, accounting, and audit services will be managed and monitored by the Treasurer and Secretary.

The Board also discussed an opportunity to (or the possibility of) replacing a line item in the 2022 CIP with another emerging priority. Specifically removing PSA Priority #7 (Construct new maintenance building - \$650k) and replacing it with a new Scoreboard (approximately \$400k). In addition to a major improvement in fan experience, this change will support 2024 baseball requirements of pitch clock and batters' eye. A motion to replace the maintenance building with a new scoreboard in the 2022 CIP was made by Sallie and seconded by Melissa. All voted and the motion passed unanimously.

The winter project plan was prioritized into various categories:

- Yes – include in winter plan
- Maybe – consider including in winter plan based on budget
- No – delay or other funding source

The prioritized plan spreadsheet has not been formally approved; the most current version will be provided with the September agenda.

### **Peninsula Pilots Updates**

- Pilot baseball season is nearing the end – 1<sup>st</sup> week of August for final game with fireworks.

### **New Business**

We will have an organizational discussion at the September meeting. The purpose of the organizational discussion will be to outline the current structure between the City, PSA, and the Pilots and identify ways to improve that structure. For example, maybe PSA enters into an agreement with the City to better outline the relationship between the two entities or maybe PSA takes on more of an

advisory/input role, rather than an operational role. Angela will send out materials prior to the meeting for review.

The Chair adjourned the meeting at 1:20 p.m.

Next regular meeting on September 11, 2023, at 12:00 (noon) at War Memorial Stadium.