



MINNESOTA SPORTS FACILITIES AUTHORITY REGULAR MEETING MINUTES

Friday, January 15, 2016, 9:00 A.M.

1010 Metrodome Square Building, Lower Level Conference Room
1010 South 7th Street, Minneapolis, MN 55415

1. CALL TO ORDER

Chair Kelm-Helgen called the meeting of the Minnesota Sports Facilities Authority (MSFA) to order at 9:00 AM.

2. ROLL CALL

Commissioners Present: Chair Kelm-Helgen, Commissioner Butts Williams, Commissioner Griffith, Commissioner McCarthy, Commissioner Sertich

Commissioners Absent: None

3. ADOPTION OF AGENDA

Chair Kelm-Helgen presented the agenda. Chair Kelm-Helgen proposed the addition of an action item to approve a resolution. Commissioner Sertich moved approval of the agenda, seconded by Commissioner Butts Williams and approved unanimously – 5 YEAS, 0 NAYS.

APPROVED

4. APPROVAL OF AUTHORITY MEETING MINUTES

Commissioner Griffith moved approval of the December 18, 2015 Regular Meeting Minutes seconded by Commissioner Butts Williams and approved unanimously – 5 YEAS, 0 NAYS.

APPROVED



5. CHAIR'S REPORT

Chair Kelm-Helgen stated that the construction of U.S. Bank Stadium is on schedule and currently over 87% complete.

Chair Kelm-Helgen also reported that there will be two staff changes within the MSFA. Alex Tittle, the Equity Director, will continue to work for the MSFA, but will transition into a new role within the Super Bowl committee, and the Project Coordinator, Tiffany Orth, will be leaving the MSFA and Elizabeth Brady will be filling the role.

With the award of the Super Bowl and the Men's NCAA Final 4 bids, committees have been created to work on each of these events. Chair Kelm-Helgen stated that these committees will continue to grow and develop as the project continues. The Final 4 Committee has only 1 part-time staff member, but that will increase as the event nears.

SMG is managing the sales and marketing for events that will be held at U.S. Bank Stadium. It was announced that Luke Bryan will be coming to Minneapolis for a concert on August 19, 2016 and tickets will be going on sale within the next few weeks. Chair Kelm-Helgen also reported that three SMG staff members will be going to Santa Clara, California for training and insight regarding logistics and operations of hosting a Super Bowl.

Finally, Chair Kelm-Helgen announced that there will be a closed portion of the board meeting which will entail an attorney client privileged settlement update discussion.

6. ORGANIZATIONAL MATTERS

- a. Election of Officers
 - Vice-Chair
 - Secretary/Treasurer

Per the Authority bylaws, the Authority is required to hold elections for Vice-Chair and Secretary/Treasurer positions at the beginning of each year. Chair Kelm-Helgen opened nominations for Vice-Chair. Commissioner Sertich nominated Commissioner Butts Williams for election as Vice-Chair, seconded by Commissioner McCarthy and approved unanimously. -5 YEAS, 0 NAYS.

APPROVED

Chair Kelm-Helgen opened nominations for Secretary/Treasurer. Commissioner Butts Williams nominated Commissioner McCarthy for election as Secretary/Treasurer, seconded by Commissioner Sertich and approved unanimously. -5 YEAS, 0 NAYS.

APPROVED



7. **BUSINESS**

- a. Action Items
 - i. Approve Atomic Data Contract

On October 30, 2012, the MSFA entered into a contract with Atomic Data for technology procurement, support, e-mail reporting and data center services specific to MSFA requirements. In order to continue with the services provided by Atomic Data, the MSFA plans to enter into an agreement for services with Atomic Data through December 31, 2016 in an amount not to exceed \$200,000 per year.

Atomic Data provides service in the following areas:

- *IT Hardware and Software Procurement or Lease
- *Technology Support and Issue Resolution
- *E-mail reporting for FOIA Requests
- *Data Center and Application Support Services

Recommendation: The Authority authorizes the Chair and CEO/Executive Director to negotiate and execute a contract with Atomic Data in an amount not to exceed \$200,000 for the period of January 1, 2016 through December 31, 2016. Commissioner McCarthy moved to approve the recommendation. Commissioner Butts Williams seconded the motion.

APPROVED

- b. Addition of Tiffany Orth leaving the MSFA- Motion by Commissioner Griffith and Commissioner Butts Williams seconds

WHEREAS, Tiffany Orth was appointed to the staff of the Minnesota Sports Facilities Authority on November 9, 2012; and,

WHEREAS, Ms. Orth accepted and preformed this responsibility with the utmost professionalism to the Authority, and whose support and assistance regularly went above and beyond her job description; and,

WHEREAS, Ms. Orth demonstrated a high level of commitment to the State of Minnesota and the public by supporting the success of the stadium project in every way;

NOW, THEREFORE, BE IT RESOLVED by the Minnesota Sports Facilities Authority that the Authority hereby recognizes Tiffany Orth for her outstanding service to the Authority.

BE IT FURTHER RESOLVED by the Minnesota Sports Facilities Authority that a copy of this resolution be presented to Tiffany Orth.

ADOPTED this 15th day of January 2016 by the Minnesota Sports Facilities Authority.



c. Report Items

i. Aramark Update

Jamie Hodgson, General Manager for Aramark, offered an update on concessionaire activities. He reported that there are currently five salary managers working on the U.S. Bank Stadium, and there will be an additional 1,700 staff members hired when the stadium opens. Aramark has conducted interviews with many local restaurant companies about adding their services to U.S. Bank Stadium. Only fifteen companies will be chosen.

ii. Technology Contracts Update

James Farstad, the MSFA's Technology Consultant, offered an update on the technology contracts. As of today, the technology installation is on schedule, and also on budget. The installation of wireless and the new sound system is in progress.

iii. U.S. Bank Stadium Equity Update-

- The EAF is currently conducting outreach and training for resource efforts in support of the project. *64 Trained and 74 Placements*
 - 837 Workers identified;
 - 165 Workers are available for hire
- **Total WORKFORCE** on the U. S. Bank Stadium Project, *as of November 30, 2015*
 - **Minority Goal (32%) & Women Goal (6%) EXCEEDING**
 - 37% Minority (1,058,155 hours)
 - 9% Women (259,042 hours)
 - 4% Veteran (124,047 hours)
 - 323 Workers Hired from the TARGETED ZIP CODES in Minneapolis
- **Total TARGETED BUSINESS** Construction activity, as of *November 30, 2015*
 - **MBE (9%) and WBE (11%) goals at; EXCEEDING**
 - MBE: \$104,586,915 (12%)
 - WBE: \$136,704,363 (16%)
 - VBE: \$12,304,621 (1%)
 - **Total Targeted Business: (\$253,595,899)**
- **US Bank Stadium Operations**
 - Equity Plan under development
 - Market Study underway w/the University of Minnesota (Goal Setting & Etc.)
 - Employment Assistance Firm "EAF" Negotiating w/two respondents
 - Developing an Operations Business & Workforce Database (Preferred Vendor's List)
 - Concessionaire, Aramark identified 14 concession businesses



- Stadium Operator, SMG is interviewing for Security Firm & other significant RFP's

Recommendation: *None. This report is for informational purposes only.*

iv. U.S. Bank Stadium Construction Project Update-
Jesse Kemp from Mortenson provided a construction update stating that U.S. Bank Stadium is now 87% complete and still on schedule. There are still 1,500 workers on site. Within the last 4-6 weeks, the workers have focused on the installation of the doors and the elevation of surrounding land. The Steel structures are now complete, LED lights are all installed, and the upper bowl seating is 70% complete.

8. PUBLIC COMMENTS

1. Ann Laughlin from the Audubon Chapter of Minneapolis raised the topic of putting bird safe film (produced by 3M) over the stadium windows and the new skyway. The MSFA responded that it is still working with 3M to look at various film options for the glass.

9. DISCUSSION

Commissioner Griffith is requesting a critical path schedule between now and the opening day of U.S. Bank Stadium. The schedule will contain a list of the many systems used within the stadium, and will monitor and track the testing and effectiveness of said systems until completion (e.g. the air conditioning system). Ted Mondale agreed to develop the critical path list and include it in his periodic reports to board members.

10. ANNOUNCE FUTURE MEETINGS

Friday, February 19, 2016, 9:00 A.M. – Board Meeting

11. MOTION TO CLOSE MEETING

Commissioner McCarthy moved to close the meeting pursuant to Minnesota Statute section 13D.05, subdivision 3(b) to discuss attorney-client privileged matters related to the demand filed by M.A. Mortenson Company. Commissioner Griffith seconded the motion.

The meeting was closed at 10:14 am

Meeting Participants Present for Closed Portion:



Chair Kelm-Helgen
Commissioner Sertich
Commissioner Butts Williams
Commissioner Griffith
Commissioner Bill McCarthy
CEO/Executive Director Ted Mondale
Jenn Hathaway, MSFA
Jay Lindgren, Dorsey & Whitney
Dean Thomson, Fabyanske, Westra, Hart & Thomson
Scott Stenman, Hammes Companies
William Robinson, Hammes Companies

12. DISCUSS ATTORNEY-CLIENT PRIVILEGED MATTERS

13. MOTION TO OPEN MEETING

Commissioner McCarthy moved to open the meeting. Commissioner Sertich seconded the motion.

APPROVED

14. ADJOURNMENT

There being no further business to come before the MSFA, Commissioner Butts Williams moved to adjourn the meeting, seconded by Commissioner Sertich and approved unanimously – 5 YEAS, 0 NAYS.

APPROVED

The meeting was adjourned at 11:15 am.

ADOPTED this 19th day of February 2016 by the Minnesota Sports Facilities Authority

Secretary, Bill McCarthy

Ted Mondale, CEO/Executive Director