



MINNESOTA SPORTS FACILITIES AUTHORITY MEETING AGENDA

Thursday, September 23, 2021, 8:00 A.M.

U.S. Bank Stadium Polaris Club – Enter through Ecolab Gate
1005 4th Street South, Minneapolis, MN 55415

1. CALL TO ORDER
2. APPROVAL OF PRIOR MEETING MINUTES – August 19, 2021
3. BUSINESS
 - a. **Action Items**
 - i. Approve Digital Video Recording Upgrade Project**
 - ii. Approve 5th Amendment to the Facility Service Fee**
 - iii. Approve Refrigeration System Repairs**
 - b. Reports
 - i. U.S. Bank Stadium Updates
 - a. ASM Global & Aramark Update – John Drum
 - ii. Minnesota Vikings Updates
 - iii. Executive Director Report
4. PUBLIC COMMENTS
5. ELECTION OF OFFICERS
6. DISCUSSION
7. ANNOUNCEMENT OF NEXT MEETING – October 21, 2021 at Mill City Museum
8. ADJOURNMENT

***Items in bold require action**



**MINNESOTA
SPORTS FACILITIES
AUTHORITY**

**MINNESOTA SPORTS FACILITIES AUTHORITY
Meeting Minutes – August 19, 2021 at 8:00 A.M.
U.S. Bank Stadium - Medtronic Club**

1. **CALL TO ORDER**

Chair Vekich called the meeting of the Minnesota Sports Facilities Authority (“MSFA” or “Authority”) to order at 8:00 A.M.

2. **ROLL CALL**

Commissioners present: Chair Michael Vekich, Tony Sertich, Barbara Butts Williams, Angela Burns Finney, and Bill McCarthy.

3. **APPROVAL OF MEETING MINUTES – June 17, 2021.** *See, Exhibit A.*

4. **BUSINESS**

a. Action Items

i. Amendment to the Professional Services Agreement with Raths, Raths and Johnson, Inc.

James Farstad, Executive Director at the Minnesota Sports Facilities Authority, stated that on July 1, 2020 the MSFA signed a professional services agreement with Raths, Raths and Johnson, Inc (RRJ) for a total agreement amount of \$74,837.24. This agreement was subsequently amended, additional activities were added to the scope of services, and the agreement amount increased by \$24,211.72, for a total agreement amount of \$99,048.96. Mr. Farstad stated that in April, May, and June 2021, RRJ provided more services including virtual participation in meetings, on-site meetings, and various analysis activities for \$28,279.37, for a total agreement amount of \$127,328.33. *See, Exhibit B.*

Commissioner McCarthy moved and Commissioner Sertich seconded the motion to approve the following recommended motion, which was unanimously adopted:

The Minnesota Sports Facilities Authority authorizes the Chair and Executive Director to amend the professional services agreement with Raths, Raths and Johnson, Inc. for \$28,279.37 for a total agreement amount of \$127,328.33.

ii. 2021-2022 Concession Capital Reserve Budget Amendment

Mr. Farstad stated that on June 17, 2021, the Authority approved the 2021-2022 Concession Capital Reserve account budget, and that the budget included concession capital project expenses of \$175,363. Recently, Aramark Sports & Entertainment recommended additional concession capital improvement projects that should be part of the 2021-2022 concession capital reserve account budget as these projects will improve their catering and concession operations and service delivery for an additional cost of \$74,637, and the total expense budget would be \$250,000. See, Exhibit C.

Commissioner Finney moved and Commissioner Butts Williams seconded the motion to approve the following recommended motion, which was unanimously adopted:

The Minnesota Sports Facilities Authority approves an increase of \$74,637 to the 2021-2022 Concession Capital Reserve expense budget, for a total capital reserve expense budget of \$250,000.

iii. 2021-2022 Property Insurance Program

Mr. Farstad stated that WillisTowersWatson Midwest, Inc. (Willis), the broker for the Authority's property insurance program, marketed the all-risk property program for the policy period from September 18, 2021 to September 18, 2022 to multiple carriers, with a marketing focus obtaining the

best coverage terms from the incumbent insurers and to explore alternatives with other carriers. The program includes coverage for real and personal property, business interruption, boiler and machinery equipment, and terrorism, and has the policy limit for the program is \$1.2 billion. Mr. Farstad noted that the incumbent carriers offered the best pricing and terms with a layered approach for the coverages. American Home Assurance Company (AIG) offered to renew the program's primary layer limit of \$1 billion for a premium, including taxes and fees, of \$647,880.29 which is a 10% increase over the prior year's premium. The policy includes terrorism coverage, and it has a deductible of \$1 million for snow, sleet, hail, or ice perils, a deductible of \$100,000 for other perils, and a \$50,000 deductible for the Vikings ship.

Travelers offered to renew the excess property insurance layer of \$200 million for a premium, including taxes and fees, of \$136,027.98 which is a 5% increase over the prior year's premium. This policy limit is in excess of the primary layer of \$1 billion and the policy includes terrorism coverage.

Underwriters at Lloyds, London offered to renew the buy down deductible policy which buys down the deductible for snow, sleet, ice, or hail perils from \$1 million to \$500,000 for a premium of \$132,341.48 which is a 6% increase over the prior year's premium. See, Exhibit D.

Taxes and fees are estimated and are subject to change when the invoice is issued.

Commissioner Butts Williams moved and Commissioner Finney seconded the motion to approve the following recommended motion, which was unanimously adopted:

The Minnesota Sports Facilities Authority authorizes the Chair and Executive Director to finalize negotiations and execute contracts for the 2021-2022 property insurance program.

b. Report Items

i. Stadium Updates

John Drum, General Manager of U.S. Bank Stadium, provided the MSFA board with a stadium update. He stated that July 22, 2021 was the 5th anniversary of the opening of U.S. Bank Stadium, as well as the day the Rollings Stones concert rescheduled date was announced. The concert will take place on October 24, 2021. Mr. Drum noted that stadium officials are continuing to monitor and follow the guidelines of the CDC and the State of Minnesota regarding the COVID-19 pandemic, and announced that stadium officials are highly recommending that all guests wear masks inside the stadium, regardless of their vaccination status. He noted that U.S. Bank Stadium is hosting a preseason game on Saturday night against the Indianapolis Colts, and that he is excited to see the building back in action and filled with guests and an amazing staff. Lastly, Mr. Drum thanked all the stadium partners who helped get the stadium back up and running after a long year of very limited events.

Chair Vekich complemented Mr. Drum and all the ASM Global staff, saying that the stadium stayed in pristine condition during the COVID-19 pandemic, and that the execution of the first preseason game against the Broncos was flawless. Mr. Vekich then asked Mr. Drum if we have enough individuals to work the event days, and Mr. Drum stated that the stadium is looking to increase the number of event-day employees. He noted that it has been difficult for Minnesota businesses within the hospitality industry to hire employees during the last year, but stated he remains optimistic that there will be enough staff to make the events flawless.

Commissioner Butts Williams asked Mr. Drum how many fans he was expecting to attend the game, and Mr. Drum stated that all the tickets within the stadium have been sold, but it all depends on how many people decide to show up.

Lester Bagley, Executive Vice-President of Public Affairs of the Minnesota Vikings, stated that the Minnesota Viking's organization is excited about the game on Saturday against the Indianapolis Colts. Mr. Bagley stated that over 65,000 tickets have been distributed for the Denver Broncos game, and the final turnout was roughly 45,000 fans. Mr. Bagley noted that he expects about the same number of fans

for the Indianapolis Colts game as well. He stated that the building looked remarkable, and thanked the MSFA for managing and completing the exterior panel project on time. Mr. Bagley stated that the operable doors will be open on Saturday night, and that everyone is looking forward to experience the outdoor feel of the stadium. Regarding the Minnesota Viking's vaccination program, Mr. Bagley stated that the stadium partners and governor Walz have hosted a vaccination site outside of the stadium and announced that they will be gifting mini autographed helmets for the first 100 individuals to receive their COVID-19 vaccination. Individuals who receive the vaccine are also entered into a raffle to win tickets for the Vikings/Packers game that is scheduled for November 21, 2021. Lastly, Mr. Bagley stated that the first regular season home game is on September 26, 2021 against the Seattle Seahawks, and he is excited to see U.S. Bank stadium filled with fans.

iii. Executive Director Report

Mr. Farstad announced that the MSFA has hired a new DEI adviser, Wanda Kirkpatrick. He stated that Ms. Kirkpatrick has been synonymous with diversity, equity, and inclusion in the Twin Cities for over 20 years and was the author of the MSFA's first Diversity Equity Plan. At that time, she served as the Director of the Office of Equal Opportunity for the Metropolitan Council and managed the strategic planning of equity initiatives, Civil Rights compliance, discrimination, harassment, inappropriate behavior investigations, and small business contractor compliance.

Mr. Farstad read some of Ms. Kirkpatrick's greatest achievements, stating that she involved the Met Council's innovative workforce diversity programs and initiatives such as the APTA Award Winning Metro Transit Technician Program, the creation of the Met Council's Equity Implementation Teams, Urban Scholars Internship Program, and the Metropolitan Council Underutilized Business Program. And of course, the MSFA's Diversity plan which helped build the foundation for the organizations unprecedented goal achievement and community participation.

After 20 years of leading various initiatives at the Met Council, Ms. Kirkpatrick retired in 2019. She has spent the last two years traveling and visiting family, but as 2020 introduced an in-depth look at diversity, equity, and inclusion and what it means in our communities, businesses, and policies, Ms. Kirkpatrick felt now was the time to return to the work.

Mr. Farstad stated that Ms. Kirkpatrick's work in the public and private sector has provided vast experiences that are acutely aligned with the goals of the MSFA. He noted that not only was he thrilled she was part of the MSFA past, but he is also excited to introduce her as part of the MSFA future.

Chair Vekich stated that both he and Jim inherited the DEI legacy, and that they believe Ms. Kirkpatrick is the one who can really excel the program and make it even better than it is today.

Ms. Kirkpatrick stated that she is pleased to be back as the DEI Advisor and noted that she is a great fit for the role, as she is familiar with the stadium and how it operates. Ms. Kirkpatrick stated that it is important that we take the DEI and equity program seriously, and that the stadium partners really need to invest their time in trying to make the program as successful as possible. Ms. Kirkpatrick noted that after many discussions with Chair Vekich and Mr. Farstad, she is confident that she can help implement a new program and make improvements within the building.

5. PUBLIC COMMENTS

There were no public comments.

6. DISCUSSION

There was no discussion.

7. ANNOUNCEMENT OF NEXT MEETING

Chair Vekich announced that the next MSFA meeting will be held on Thursday September 16, 2021, at U.S. Bank Stadium in the Medtronic Club at 8:00 A.M.

8. ADJOURNMENT

There being no further business to come before the MSFA, the meeting was adjourned at 8:50 A.M.

Approved and adopted the 23th day of September 2021, by the Minnesota Sports Facilities Authority.

Tony Sertich, Secretary/Treasurer

James Farstad, Executive Director



MEMORANDUM

TO: MSFA Commissioners

FROM: James Farstad, Executive Director

DATE: September 23, 2021

SUBJECT: Approve Contract for Digital Video Recording Upgrade Project

On August 2, 2021, the Authority published a Request for Proposal for the Digital Video Recording Upgrade Project. U.S. Bank Stadium's current digital recording servers are running on Microsoft Windows 7 operating systems. Due to evolving technology, Microsoft no longer supports Windows 7, thus preventing U.S. Bank Stadium's system from receiving any security updates and patches.

The Authority received just one proposal from Gephart Electric Company, Inc., in the amount of \$284,880.00. The proposal includes: an Avigilon video surveillance server, Avigilon failover licenses, and installation labor. The Authority will also incorporate this technology within the Mills Fleet Farm Ramp Network. Currently the ramp has an Exacqvision Network recorder. By Replacing this recorder with an Avigilon Recorder, all 3 buildings (the Stadium, DTE Parking Ramp, & Mills Fleet Farm Parking Ramp) will run on the same platform, allowing an easier procedure for checking video, retrieving video, and administration of the overall system. The updates can be sent out globally to all the servers on the network. The new recorder would also keep all headend equipment on the same firmware and software revisions.

Recommended Motion:

The Minnesota Sports Facilities Authority authorizes the Chair and Executive Director to enter into a contract with Gephart Electric Company, Inc. in the amount of \$284,880.00.





MEMORANDUM

TO: MSFA Commissioners

FROM: James Farstad, Executive Director
John Drum, General Manager, ASM Global

DATE: September 23, 2021

SUBJECT: Approve Fifth Amendment to the Management and Pre-Opening Services Agreement with ASM Global

The Authority wishes to amend the Management and Pre-Opening Services Agreement with ASM Global and to increase the facility service fee. The Facility Fee is charged to a ticket buyer for certain events held at the facility and is customary for all sports and entertainment venues across the Twin Cities, as well as the nation.

With the increasing labor costs and additional expenses to prepare the stadium in the COVID-19 environment, a Facility Fee increase will assist ASM Global in offsetting these expenses and help maintain the annual revenue due to the Authority. This change in facility fee is to ensure that U.S. Bank Stadium remains nimble and competitive in the market when competing for large entertainment and sporting events.

Currently, U.S. Bank Stadium's Facility Fee is \$3.50 per ticket for Authority (non-Minnesota Vikings) events, and ASM Global is requesting this amount be increased to \$5.00 per ticket. However, this facility fees will not be applied to any youth sporting events, including Minnesota State High School League events held at the Stadium, unless approved by the Chair and Executive Director.

Recommended Motion: *The MSFA authorizes the Chair and Executive Director to execute the Fifth Amendment to the Management and Pre-Opening Services Agreement with ASM Global.*





MEMORANDUM

TO: MSFA Commissioners

FROM: James Farstad, Executive Director

DATE: September 23, 2021

SUBJECT: **Approve Authority Contract Revision for Refrigeration System Repairs**

The Authority signed a contract with Metropolitan Mechanical Contractors (MMC) on August 3, 2021 in the amount of \$207,905.00 for repairs to the concession rack refrigeration system at U.S. Bank Stadium. The repairs included the installation and replacement of the compressor and other materials and items in the rack system.

On August 18, 2021, additional repairs were needed, and a contract revision #1 in the amount of \$24,080.00 was issued. These repairs included the furnishing and installation of a condenser/heat exchanger to replace the existing unit.

The Authority has recently been advised that the 7-ton condenser on the refrigeration rack system should be upgraded to a 15-ton condenser to prevent any issues going forward. Therefore, staff is requesting approval for a contract revision #2 in the amount \$21,828.00 and the revised total contract amount will be \$253,813.00.

Recommended Motion:

The Minnesota Sports Facilities Authority authorizes the Chair and Executive Director to enter into a second contract revision with Metropolitan Mechanical Contractors for \$21,828.00 for a total contract amount of \$253,813.00.

