



MINNESOTA
SPORTS FACILITIES
AUTHORITY

MINNESOTA SPORTS FACILITIES AUTHORITY
Meeting Minutes – March 31, 2023, 8:00 A.M.
U.S. Bank Stadium
401 Chicago Avenue, Minneapolis, MN 55415

1. CALL TO ORDER

Chair Vekich called the meeting of the Minnesota Sports Facilities Authority (“MSFA” or “Authority”) to order at 8:03 A.M.

2. ROLL CALL

Commissioners present: Chair Michael Vekich participated remotely via video conference, Bill McCarthy, Angela Burns Finney, and Sharon Sayles Belton.

Commissioners absent: Tony Sertich

3. APPROVAL OF MEETING MINUTES – January 26, 2023

Chair Vekich requested a motion to approve the minutes of the January 26, 2023, meeting. Commissioner Burns Finney moved, and Commissioner Sayles Belton seconded the motion. The minutes of the January 26, 2023, board meeting was unanimously approved and adopted as presented.

See Exhibit A.

4. BUSINESS

a. Report Items

i. Populous – Facilities Assessment Update

Chair Vekich invited Mr. Brady Spencer, Senior Principal Architect with Populous, to present the results of their Facilities Assessment analysis of U.S. Bank Stadium.

Mr. Spencer noted that he has been with Populous for the past 27 years focused on National Football League projects designing new and renovating existing stadiums. Populous has conducted more than twenty studies, including facility assessments and master plans.

Mr. Spencer said the study of U.S. Bank Stadium started in December 2022 and concluded in January 2023. He commended the MSFA for doing this study early in the life of the stadium because it is important to do this planning now to minimize costs in the future. Mr. Spencer added this analysis is key to protecting the investment over the life of the stadium, creates a yearly plan for necessary repairs. He noted that U.S. Bank Stadium had over one million visitors last year, a busy and successful year. But when you have that many guests, MSFA must plan for wear and tear stadium repairs.

Mr. Spencer said that a Populous team of engineers and consultants came to the stadium to observe and examine the major components of the building. From the findings of the assessment, the team graded components in three grading categories – good, fair, and worn.

Mr. Spencer opined that the stadium is in particularly good condition going into year eight, but he noted that some components are nearing the end of their useful life after seven years and will need repair, renovation, or replacement. He added that their analysis establishes a baseline of condition, and the baseline would help develop a plan for repair, renovation, and replacement in the future.

In the report, Mr. Spencer provided a summary of estimated costs for preventative maintenance and repairs to the stadium to maintain the existing facility. The cost summary focuses on the next ten years totaling approximately \$230 million. He noted that in addition to the \$230 million, there would be a necessary investment of \$47.8 million for the Phase 2 Secured Perimeter to complete the stadium's security plan.

Chair Vekich said that we have been talking about Phase 1 and Phase 2 of the Secured Perimeter project with state officials. Chair Vekich noted that the Governor's budget plan included the \$15.7 million to fund Phase 1, and the funding request must go through the current state budget process. He added that we are hopeful to receive that funding by the end of May. Chair Vekich said that MSFA does not have sufficient funds to do Phase 2, and he must talk to the Minnesota Management and Budget (MMB) Commissioner and the Governor's office about Phase 2 funding.

Commissioner McCarthy asked if there was an assessment of the building's exterior? Mr. Spencer replied that the exterior skin had been examined and there were no issues with the exterior skin or the roofing system. Spencer added that there was no need to address the exterior skin in the next 10 years.

Commissioner Sayles Belton inquired about the AV Production Control Room projected for renovation and whether the IP Television System was related? Mr. Spencer replied that the AV Production Control Room would need to be updated and equipment replaced with newer technology, such as upgrading to a 4K video production system which is needed for 4K television broadcasts. Mr. Spencer added that IP TV was a separate system. IPTV controls all the messaging on video screens around the stadium, clubs, and suites. He added that in-house production operated the stadium's video boards.

Chair Vekich said that MSFA has spent about \$18 million for repairs and maintenance since the building opened. Mr. Spencer reiterated that the stadium is in particularly good condition. He added a ten-year look is a long time and he suggested that the schedule of repairs and renovations be reviewed every two years. Vekich noted that the costs will grow over time but there are not sufficient funds in our reserve fund to fund the ten-year schedule.

ii. U.S. Bank Stadium Updates

a. ASM Global Update

Chair Vekich asked Mr. John Drum, General Manager of U.S. Bank Stadium, to comment on events.

Mr. Drum shared a local news story about Linda Hood. He said that he met Ms. Hood about a year ago and listened to her passionate request to install an adult changing table in the stadium to make the building more accessible. Mr. Drum added that the accommodation, which is in the Section 113 family restroom, is listed on the U.S. Bank website and in the team member guides. He then shared a video of the WCCO news story.

As for events, Mr. Drum noted that U.S. Bank Stadium hosted the 3-day Home and Remodeling Show at the end of January, two shows for Monster Jam in mid-February before converting the field for baseball. Mr. Drum said that there were 19 days for baseball and softball games. The University of Minnesota baseball program hosted the Cambria Classic tournament, and the softball program hosted its first softball tournament the following weekend. Finally, Mr. Drum noted, once the baseball schedule was complete, the stadium hosted the RV Show and prepared for the Red Hot Chili Peppers concert.

Mr. Drum then turned his focus to the stadium staff. He said that they are continuing their efforts to add to the stadium team. Mr. Drum said they have a recruitment program called ASM Global Acts where they train employees, provide potential scholarships, and provide entry level opportunities.

b. Aramark Sports & Entertainment Update

Chair Vekich asked Ms. Jenifer Freeman, General Manager of Aramark, to provide an update for Aramark.

Ms. Freeman noted that Aramark has been busy in the off-season. Monster Jam was an incredibly busy event. Baseball had a big lift in food and beverage sales. Having College World Series teams as part of the Cambria Classic tournament boosted the Saturday attendance.

Freeman said they are excited for the summer concert series. Aramark is working with tour sponsors for big activation. Freeman noted they are looking internally at operations, especially suite areas, to build more robust food packages for the upcoming concerts.

From a staffing standpoint, Freeman said they hired a new Executive Chef, and they are interviewing for an Assistant General Manager to assist her. She added they are looking for a catering manager, sous chef, and a banquet manager.

Ms. Freeman noted that Aramark has a program that identifies hourly employees that can move up into management. Aramark trains these employees to set them up for success.

iv. Minnesota Vikings Update

Chair Vekich asked Mr. Lester Bagley, Minnesota Vikings, to provide an update.

Mr. Bagley said that the Vikings have been hard at work preparing for the upcoming NFL Draft. He noted that the Vikings will host an NFL Draft Party at U.S. Bank Stadium on April 27. Mr. Bagley added that the Vikings expect to release the upcoming game schedule in early May.

v. Legislative Update

Chair Vekich asked Mr. Amos Briggs, Government Relations Consultant from Lockridge Grindal Nauen P.L.L.P., and Mr. Bagley to provide the Board with a legislative update.

Mr. Briggs said that the current session at the state capitol is 13 weeks in and there are many committees at work. Legislators are finalizing a two-year state budget, and Mr. Briggs said he, Chair Vekich, and Mr. Bagley are monitoring issues that impact the stadium.

Mr. Briggs noted that the Governor's budget recommendations included the payoff of the stadium's bonds and funding \$15.7 million for the stadium's Phase 1 Secured Perimeter project. Mr. Briggs said that he is communicating with committee chairs.

Mr. Bagley concurred with Mr. Briggs, adding that they continue to be engaged at the state capitol. The state legislators are primarily focused on payoff of the stadium bonds.

Mr. Briggs noted the Minnesota Sports and Events Group (MSE) is seeking state funding for Minnesota tourism and he is keeping an eye on their request. He said the MSE wants to bid and host other major events in Minnesota, but to do so requires funding for those bids at the state level.

Mr. Briggs added, following U.S. Bank Stadium's example, there is legislation now to require adult changing tables in other Minnesota venues.

5. **PUBLIC COMMENTS**

Constance Pepin: Ms. Pepin commented on the bird issue at the stadium.

Keith Olstad: Mr. Olstad provided additional comments regarding the bird issue at the stadium.

6. **DISCUSSION**

There was no discussion.

7. **ANNOUNCEMENT OF NEXT MEETING**

Chair Vekich announced that the next MSFA meeting will be held on Thursday, April 27, 2023, at U.S. Bank Stadium in Mystic Lake's Club Purple.

8. **ADJOURNMENT**

There being no further business to come before the MSFA, the meeting was adjourned at 9:39 a.m.

Approved and adopted the 26th of May 2023, by the Minnesota Sports Facilities Authority



Angela Burns Finney, Secretary/Treasurer



Ben Jay, Executive Director



MINNESOTA SPORTS FACILITIES AUTHORITY
Meeting Minutes – January 26, 2023, 8:00 A.M.
U.S. Bank Stadium
401 Chicago Avenue, Minneapolis, MN 55415

1. **CALL TO ORDER**

Chair Vekich called the meeting of the Minnesota Sports Facilities Authority (“MSFA” or “Authority”) to order at 8:02 A.M.

2. **ROLL CALL**

Commissioners present: Chair Michael Vekich participated remotely via video conference, Bill McCarthy, Tony Sertich, and Sharon Sayles Belton.

Commissioners absent: Angela Burns Finney

3. **APPROVAL OF MEETING MINUTES – December 14, 2022**

Chair Vekich requested a motion to approve the minutes of the December 14, 2022, meeting. Commissioner Sayles Belton moved, and Commissioner McCarthy seconded the motion. The minutes of the December 14, 2022, board meeting was unanimously approved and adopted as presented. See *Exhibit A*.

4. **BUSINESS**

a. **Action Items**

- i. **Authorize Negotiation and Execution of Trade Contract Agreement for the IP Television System Project**

Chair Vekich asked Mr. Ben Jay, Executive Director, to present the action item for the IP Television System Project. Mr. Jay noted that the Authority published a Request for Proposals to provide a turnkey replacement of the existing IP Television (IP TV) System with a new IP TV System at U.S. Bank Stadium. The current system is at end of life, and technological advancements would allow for more flexibility to make adjustments in real time. A new Triple Play system would be installed in phases working around the stadium’s scheduled events during Spring 2023. The new IP TV System will utilize existing infrastructure.

Diversified Media & Entertainment offered the best value with a project cost of \$1,934,895.77 including 11.7% MBE participation. Funding for this project would come from the Capital Reserve Fund. The MSFA has been in consultation with the Minnesota Vikings and a new IP TV System would benefit the Vikings and other stadium events.

Commissioner Sayles Belton inquired if the installation of the project was staggered over time so not to interfere with upcoming events or due to the complexity of the project? Mr. Ed Kroics was asked to respond. Mr. Kroics noted that it would be a 9-12 week phased installation working around the stadium's event schedule. Mr. Kroics said that the current Cisco system and the new Triple Play system would run concurrently to minimize disruption until the Triple Play system was fully operational.

Commissioner Sertich moved, and Commissioner McCarthy 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 execute a contract with Diversified Media & Entertainment for the IP Television System Project for \$1,934,895.77 . See Exhibit B.

ii. Approve Professional Services Agreement with The Tegra Group for Owner's Representative Services

Chair Vekich asked Mr. Jay to present the action item for the professional services agreement with The Tegra Group for Owner's Representative Services. Mr. Jay noted that Ms. Julie Dotzenrod from The Tegra Group was present at the meeting and willing to answer any questions from the Commissioners.

Mr. Jay said that The Tegra Group had been working with the MSFA for the past few months on the upcoming work at U.S. Bank Stadium. The Authority had an on-going need for their owner's representative services to assist with various projects, such as the secured perimeter, multipurpose room, and club improvements.

Mr. Jay noted that the Authority wanted to extend their services for another twelve (12) months (January 1, 2023 – December 31, 2023), especially with the current plan of work expected to be completed in phases over the next two years. The Tegra Group will provide services on an hourly basis for a maximum contract amount of \$300,000.00.

Commissioner Sayles Belton asked if there would be periodic updates to the Board? Chair Vekich responded that there would be monthly updates to the Board. Commissioner Sayles Belton added that there is community interest in the secured perimeter project so periodic updates would be helpful.

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 execute a professional services agreement with The Tegra Group for owner's representative services for a maximum contract amount of \$300,000.00. See Exhibit C.

iii. Approve Professional Services Agreement with Populous for Master Planning Services

Chair Vekich asked Mr. Jay to introduce the proposed professional services agreement with Populous for Master Planning Services.

Mr. Jay noted that Populous has been working with the MSFA on design services for the Secured Perimeter, Multipurpose Room, and Club Improvement projects at U.S. Bank Stadium. The Authority would like Populous to perform a master plan study and facility condition assessment on the stadium.

Mr. Jay said that the study and assessment was needed to identify potential improvement projects and repairs, and their associated costs that may need to be performed to maintain the stadium in the future. He added that the facility condition assessment would establish a baseline of the Stadium's current condition focusing on infrastructure elements with information critical to the ongoing management and maintenance of the stadium.

Commissioner Sayles Belton asked how Populous and The Tegra Group would work together? Chair Vekich said that Populous and The Tegra Group are already collaborating in the design phase of the Secured Perimeter, Multipurpose Room, and Club Improvement projects.

Chair Vekich asked Mr. Jay to describe the master plan and facility assessment process for the Board. Mr. Jay said that it has been an extensive process to analyze the stadium's current and future needs working collaboratively with ASM Global, Aramark, and the Vikings. Mr. Jay said the recent meetings with Populous have generated substantial information from our partners to identify future projects for the stadium.

Mr. Jay asked Mr. Lester Bagley, Minnesota Vikings, and Mr. John Drum, General Manager for ASM Global, to comment on the facility assessment and master plan study.

Mr. Bagley said that the Vikings appreciated the collaborative effort of the MSFA, ASM Global, and Aramark with the consultants on the master plan study. Mr. Bagley noted that U.S. Bank Stadium was seven (7) years old, and it was time for a study. Mr. Bagley added that the master plan and facility assessment will help us identify those needs so that the stadium can be a fifty (50) year building.

Mr. Drum said to keep U.S. Bank Stadium as a featured stadium, we need to keep the building current with technology and other systems. He noted that ASM Global is proud that we have a great asset for the state.

Mr. Jay said that the facilities assessment and master plan would be living documents adjusted periodically based on the needs of the stadium.

Commissioner Sayles Belton said she was curious about future projects and how they would be funded? Chair Vekich replied funding could come from a variety of sources, but prioritization of projects would be important too. Chair Vekich added he would provide periodic updates for the Commissioners.

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

The Minnesota Sports Facilities Authority authorized the Chair and Executive Director to execute a Professional Services Agreement with Populous for a maximum contract amount of \$527,500.00. See Exhibit D.

iv. Approve 2022-2023 Capital Reserve Budget Amendment

Chair Vekich asked Ms. Fox-Stroman to discuss the proposed 2022-2023 Capital Reserve Budget Amendment.

Ms. Fox-Stroman said the MSFA approved the 2022-2023 Capital Reserve account budget on June 22, 2022, in the amount of \$5,334,952. Ms. Fox Stroman added that additional capital improvement projects have been recommended by ASM Global, and some project amounts have exceeded the original estimated project budget.

Ms. Fox-Stroman said that staff is recommending an increase of \$2,611,601 to the Capital Reserve expense budget, and this would increase the total expense budget to \$7,946,553.

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

The Minnesota Sports Facilities Authority approves an increase of \$2,611,601 to the 2022-2023 Capital Reserve Expense Budget, for a total Capital Reserve Expense Budget of \$7,946,553. See Exhibit E.

b. Report Items

i. Q4 – 2021-2022 Budget Report – June 30, 2022

Chair Vekich invited Ms. Fox-Stroman to present the Fourth Quarter, 2021-2022 Budget Report, for the year ending June 30, 2022.

Ms. Fox-Stroman presented the fourth quarter budget report for the period from July 1, 2021, through June 30, 2022, and she discussed the high-level budget summary document, “Performance at a Glance.” See Exhibit F.

ii. Q1 – 2022-2023 Budget Report – September 30, 2022

Chair Vekich invited Ms. Fox-Stroman to present the First Quarter, 2022-2023 Budget Report.

Ms. Fox-Stroman presented the first quarter budget report for the period from July 1, 2022, through September 30, 2022, and she reviewed the high-level budget summary document with highlights from the report, “Performance at a Glance.” See Exhibit G.

iii. U.S. Bank Stadium Updates

a. ASM Global Update

Chair Vekich asked Mr. John Drum, General Manager of U.S. Bank Stadium, to comment on events.

Mr. Drum noted that in December and January U.S. Bank Stadium very successfully hosted three Vikings home games and the All-American Bowl, a long-standing event featuring current college athletes. He added that the stadium had a number of private events, stadium tours, an extra Touchdown tour during the NFL playoff game, and finally Winter Warm-up with over 400 people participating with indoor roller skating.

Mr. Drum noted that the stadium will host the 2023 Home and Remodeling Show over a three-day weekend in 2023. ASM was happy to announce another stadium concert, Billy Joel and Stevie Nicks will be here in November 2023.

Mr. Drum then turned his focus to the stadium staff. He said that, in collaboration with the Vikings at the last regular season game on December 24th, they honored the MVP staff members from each department during the game to recognize the excellent service they provided to our guests and fellow team members.

b. Aramark Sports & Entertainment Update

Chair Vekich asked Ms. Jenifer Freeman, General Manager of Aramark, to provide an update for Aramark. Ms. Freeman noted that Aramark was fully staffed for the season which reflected in the increase in sales during the season. She added that Aramark was able to do some innovative food and

beverage things, especially for the NFL playoff game in January.

Ms. Freeman noted that Aramark is prepping for the upcoming Home and Remodeling Show and Monster Jam events. She added that they are working on menu creation for all of the upcoming concerts, and they are discussing future menus for the 2023 football season that are due on May 1st.

From a staffing standpoint, Ms. Freeman said they hired a new Executive Chef and a new Premium Sales Manager. She added that Aramark is looking for an Assistant General Manager to assist her.

Commissioner Sayles Belton asked Ms. Freeman about replacing the Executive Chef. Ms. Freeman noted that the previous Executive Chef wanted to return to France.

iv. Minnesota Vikings Update

Chair Vekich asked Mr. Lester Bagley, Minnesota Vikings, to provide an update.

Mr. Bagley said that it was a disappointing end to the Vikings season, but the extra home playoff game brought an economic impact to the community. He noted that 30 percent of the fans live outside the seven county metro area. Mr. Bagley thanked ASM Global, Aramark, and MSFA for the team effort to provide an excellent game day experience for Viking fans, noting that the Vikings consistently rank in the top five in the NFL for game day experience.

v. Legislative Update

Chair Vekich asked Mr. Amos Briggs, Government Relations Consultant from Lockridge Grindal Nauen P.L.L.P., and Mr. Bagley to provide the Board with a legislative update.

Mr. Briggs said that much of his work is to educate state legislators and committee chairs about what the MSFA is all about, and the impact that U.S. Bank Stadium has in the State of Minnesota. Mr. Briggs noted that one-third of the State Legislature this year are new members.

Mr. Briggs said, that on January 12th, Chair Vekich met with and provided an overview to the State House Finance Committee that was well received by members. Mr. Briggs noted that the House and Senate Finance Committees have jurisdiction over the MSFA.

Mr. Briggs said that Minnesota Governor Walz recently announced his budget for the next biennium, and his recommendation did include paying off the bonds on U.S. Bank Stadium in addition to funding the first phase of the stadium's secure perimeter project at \$15.7 million. He noted that the Governor's budget recommendations will start the funding discussions within the Minnesota State Legislature. Mr. Briggs said that he will be monitoring the discussions with the policymakers at the Legislature.

Mr. Bagley said that there was one additional item to note in the Governor's tourism budget. The Governor's budget will fund \$6 million in each of the two years for statewide sporting events supporting the Minnesota Sports and Events Group to secure major events such as the NFL Draft, NBA All-Star Game, USA Gymnastics Olympic Trials, and many other great events. He noted that there is great competition to bring those events to Minnesota.

Commissioner Sayles Belton asked if the Minnesota Sports and Events Group is a statewide group? Mr. Bagley responded that it is indeed a statewide organization with representatives from the five professional sport teams, the hospitality industry, organized labor, and the business community. He said that it is a statewide effort to bring these major events to Minnesota.

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, February 23, 2023, at U.S. Bank Stadium in Mystic Lake's Club Purple.

8. ADJOURNMENT

There being no further business to come before the MSFA, the meeting was adjourned at 9:09 a.m.

Approved and adopted the 31st day of March 2023, by the Minnesota Sports Facilities Authority



Angela Burns Finney, Secretary/Treasurer



Ben Jay, Executive Director