



MINNESOTA
SPORTS FACILITIES
AUTHORITY

MINNESOTA SPORTS FACILITIES AUTHORITY
Meeting Minutes – September 21, 2023, 8:00 A.M.
U.S. Bank Stadium – Mystic Lake’s Club Purple
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, Angela Burns Finney, Bill McCarthy, Sharon Sayles Belton, and Tony Sertich.

3. APPROVAL OF MEETING MINUTES – August 17, 2023

Chair Vekich requested a motion to approve the minutes of the August 17, 2023, meeting. Commissioner Burns Finney moved, and Commissioner McCarthy seconded the motion. The minutes of the August 17, 2023, board meeting were unanimously approved and adopted as presented. *See, Exhibit A.*

4. UPDATE ON THE SECURED PERIMETER PROJECT – PHASE 1

Chair Vekich invited Mr. Alan L’esperance from JE Dunn, and Ms. Julie Dotzenrod from the Tegra Group to provide an update to the Board on the Secured Perimeter Project – Phase 1.

Mr. L’esperance presented JE Dunn’s weekly summary report as of September 15, 2023, and a six-week schedule for their upcoming planned construction work. He noted that JE Dunn has completed the concrete replacement of the bike path from the Pentair driveway to the west. Mr. L’esperance said they are currently working on the new retaining wall along 6th Street between the Pentair driveways and that work will continue through the end of October.

Mr. L'esperance noted that the first shipment of the new Cochrane fence material has arrived at the Action Fence facilities. He said that Action Fence will begin installation of the fence at the west end of Pentair and move eastward toward the parking lot.

Mr. L'esperance said that JE Dunn will soon begin wedge barrier rough-in work to install conduit at the east Pentair driveway. He added that the first supply of bollards will be arriving soon, and they will begin installing bollards along 11th Avenue.

Mr. L'esperance reviewed the key metrics on the summary report. He said that they have shifted some of the project work within the schedule, but it will not affect the May 14, 2024, substantial completion date. Mr. L'esperance said JE Dunn has good workforce participation with their Targeted Business Groups. They are tracking towards their Targeted Business Participation goal of 16%.

Commissioner McCarthy asked Mr. L'esperance how JE Dunn's MBE/WBE participation is being monitored. Mr. L'esperance replied that they are using Smart Comp software through the MSFA's vendor UpNet to track their targeted business participation.

Ms. Dotzenrod echoed what Mr. L'esperance said, that the project is going very well. She said that the Tegra Group continues to communicate the construction process with the MSFA, ASM, and the Vikings, and when there are any project modifications, she communicates those issues with the group.

5. BUSINESS

a. Action Items

i. Authorize Negotiation and Execution of Professional Services Agreement with Populous for the Secured Perimeter Project – Phase 2

Chair Vekich asked Mr. Ben Jay, Executive Director, to discuss the Professional Services Agreement with Populous for the Secured Perimeter Project – Phase 2. Mr. Jay said the MSFA is ready to begin planning for the Secured Perimeter Project – Phase 2. He noted that Populous has a proposal to define scope, scale, and schedule for Phase 2. He added that Populous proposes to do a concept study to explore several design options for the Secured Perimeter on the west side of U.S. Bank Stadium and the plaza area. Mr. Jay said that Populous will deliver a final concept design document for the Authority. See, Exhibit B.

Commissioner Sertich moved, and Commissioner Burns 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 execute a Professional Services Agreement with Populous for the Secured Perimeter Project – Phase 2 for a contract amount of \$374,000.

ii. Authorize Negotiation and Execution of Trade Contract Agreement for the 2023 Portable Snow Melter Equipment Project

Chair Vekich asked Mr. Jay to discuss the Trade Contract Agreement for the Portable Snow Melter Equipment Project. Mr. Jay said that the Authority published a Request for Proposals (RFP) to purchase Portable Snow Melter Equipment. He noted that the Portable Snow Melter must be rated at a minimum of fifteen tons per hour melting capacity and must be towable by a full-size pickup truck. Mr. Jay said the Portable Snow Melter Equipment will significantly assist the ASM staff with snow removal around U.S. Bank Stadium and reduce the annual cost of removing snow from the property.

Mr. Jay noted the Authority did not receive a responsive proposal, so the Authority will revise and reissue the RFP. Mr. Jay said, given the desire to use the snow melter equipment for this upcoming snow season, it may be necessary to award a contract before the next Board meeting. He said staff will update the Board at a future meeting following negotiations with the selected contractor. *See, Exhibit C.*

Mr. Jay then asked Mr. Ed Kroics, Director of Operations for ASM, to provide additional information. Mr. Kroics said snow removal at the Stadium presents a challenge due to the property's unique features. He noted that there are limited areas where snow can be moved to and stored for melting. Mr. Kroics said that ASM has worked with their snow removal vendor to haul snow off-property, a frequent practice in downtown Minneapolis. He added that a portable snow melter would be beneficial to their operation. *See, Exhibit C.*

Commissioner Burns Finney 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 select, finalize negotiations, and execute a contract with a responsive proposer for the procurement of the Portable Snow Melter Equipment.

iii. Authorize Negotiations for the 2023-2024 Property Insurance Program

Chair Vekich asked Ms. Mary Fox-Stroman, Director of Finance, to discuss the 2023-2024 Property Insurance Program. Ms. Fox-Stroman said our property insurance broker, Willis Towers Watson, is in the process of obtaining quotes for the property insurance program as the policies will expire on October 1, 2023. Ms. Fox-Stroman said that Willis Towers Watson received one quote to date and they expect to receive more quotes in the next few days. She added the policies will expire before the next Board meeting so staff is requesting authorization to finalize negotiations and enter into contracts for our property insurance program. *See, Exhibit D.*

Commissioner McCarthy moved, and Commissioner Burns 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 enter into contracts for the property insurance program. A full insurance report will be presented at a future Board meeting.

b. Report Items

i. 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 their events. Mr. Drum said that we had three Minnesota Vikings home games since the last Board meeting, two preseason games and the regular season home opener. He added that U.S. Bank Stadium also hosted its first college football game between North Dakota State University and Eastern Washington University. Mr. Drum said that it was a full weekend event with many activations on the plaza before the game, and North Dakota State University also rented the Mystic Lake's Club Purple for an alumni event the night before the football game.

Mr. Drum said that the Stadium hosted several other notable events. North Central University had an event for their students and invited several local business leaders to interact with the students. He added that the Page Education Foundation held their Justice Gala event at the Stadium, an annual tradition since the building opened. Mr. Drum said several youth football programs returned to play in the Stadium in August.

Mr. Drum commented on future events and said Ecolab will host their 100th anniversary celebration at U.S. Bank Stadium with a special guest performer. He said two other upcoming events are the Teams Smiles event hosted by the Vikings, and the Youth in Music event. He also noted that the Billy Joel and Stevie Nicks concert will be held in the Stadium on November 10th.

Finally, Mr. Drum noted that The Athletic sport writers voted U.S. Bank Stadium as the number one venue in the National Football League.

b. Aramark Sports & Entertainment Update

Chair Vekich asked Ms. Jenifer Freeman, Aramark General Manager, to provide an update. Ms. Freeman said they had a successful and busy day with the North Dakota State University vs. Eastern Washington University football game. She cited the collaboration with ASM on numerous outside activations, new food items and drinks, bringing in food trucks, and opening the Longhouse before the game.

Ms. Freeman noted the creative collaboration between Aramark and the Vikings on their Classic Night event before the home opener game versus Tampa Bay. She said they activated two themed clubs, the Medtronic Supper Club, and the Delta Disco Club, introducing sixteen different food activation items.

Ms. Freeman said that the Ecolab event will be the largest catered event for Aramark in the Stadium and they are expecting thousands of guests for the event.

ii. Minnesota Vikings Update

Chair Vekich asked Mr. Lester Bagley, Minnesota Vikings, to provide an update. Mr. Bagley said the Vikings have two regular season games completed, and they look forward to the remainder of the season. He noted that they have guests coming from the National Football League to observe their game day and show time production. Mr. Bagley also commented on the work of the Minnesota Sports and Events group.

6. PUBLIC COMMENTS

Mr. Alan Roebke commented on his ideas for improvements to the exterior of the building.

7. DISCUSSION

Chair Vekich announced Mary Fox-Stroman's upcoming retirement.

8. ANNOUNCEMENT OF NEXT MEETING

Chair Vekich announced that the next MSFA meeting will be held on Thursday, October 19, 2023, at U.S. Bank Stadium in Mystic Lake's Club Purple.

9. ADJOURNMENT

There being no further business to come before the MSFA, the meeting was adjourned at 9:07 a.m.

Approved and adopted the 19th day of October 2023, by the Minnesota Sports Facilities Authority



Angela Burns Finney, Secretary/Treasurer



Ben Jay, Executive Director



MINNESOTA SPORTS FACILITIES AUTHORITY
Meeting Minutes – August 17, 2023, 8:00 A.M.
U.S. Bank Stadium – Mystic Lake’s Club Purple
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 8:00 A.M.

2. ROLL CALL

Commissioners present: Chair Michael Vekich, Bill McCarthy, and Tony Sertich.

Commissioners absent: Angela Burns Finney and Sharon Sayles Belton

3. APPROVAL OF MEETING MINUTES – June 21, 2023

Chair Vekich requested a motion to approve the minutes of the June 21, 2023, meeting. Commissioner McCarthy moved, and Commissioner Sertich seconded the motion. The minutes of the June 21, 2023, board meeting were unanimously approved and adopted as presented.

See, Exhibit A.

4. UPDATE ON THE SECURED PERIMETER PROJECT – PHASE 1

Chair Vekich invited Mr. Brett Dunlap and Mr. Alan L’esperance from JE Dunn, and Mr. Nate Pearson from the Tegra Group to provide an update to the Board on the Secured Perimeter Project – Phase 1.

Mr. Pearson said the JE Dunn contract amendment for the project’s Guaranteed Maximum Price (GMP) is complete and signed, construction documents are complete and received, materials have been ordered, and the project is on budget and on time.

Mr. L’esperance presented JE Dunn’s weekly summary report as of August 18, 2023, and a six-week schedule for their planned construction work. He said the six-week schedule incorporates Vikings’ home games and ASM contracted events. Mr. L’esperance noted the key metrics on the summary report, the May 14, 2024, substantial completion date, and tracking towards their Targeted Business Participation goal of 16%. He added they have not seen any supply chain issues.

Mr. Dunlap said after the contract amendment for the GMP was executed, JE Dunn contracted with their trade partners, and mobilized their equipment and set up temporary safety fencing prior to beginning their work. He noted that he and Mr. L'esperance have scheduled weekly standing meetings to provide project updates to representatives from MSFA, ASM, Aramark, and the Vikings.

Mr. L'esperance said their initial construction work is focused on replacing the cracked concrete on the Southwest corner bike path and sidewalk, as well as installing the Pentair Gate retaining wall.

Commissioner McCarthy asked if JE Dunn will be working through the winter months. Mr. L'esperance responded that JE Dunn plans to install the project's wedge barriers during the winter.

Chair Vekich noted that there are two phases to the Secured Perimeter Project. He said Phase 1 is underway, and the MSFA staff will come back to the Board in the future with plans for Phase 2. Mr. Vekich said there was a change of senior management at Populous to lead Phase 2, but other team members who worked on Phase 1 remain the same.

5. BUSINESS

a. Report Items

i. MSFA – Update on Suites and Guest Experience Equipment Contract

Chair Vekich asked Mr. Ben Jay, Executive Director, to provide an update on the procurement of the Suites and Guest Experience Equipment. Mr. Jay noted the MSFA received one bid for \$345,133.81 from CDW Direct LLC in response to the RFQ. He said a purchase order for the equipment procurement was subsequently executed with CDW, and equipment has been shipped. See, Exhibit B.

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 noted that it was an incredible weekend downtown with the Taylor Swift concerts, Pride Weekend, and the Twins baseball game. He said that Metro Transit ridership was up significantly with many people traveling in to Downtown Minneapolis.

Mr. Drum said that Ed Sheeran was a great concert "In the Round" with a stadium record crowd of over seventy-two thousand people in attendance. He said the ASM staff is converting the field for Vikings football games, the stadium's first college football game, youth football, and other private events. Mr. Drum said the Billy Joel/Stevie Nicks concert will occur in November.

Commissioner McCarthy asked if there was any feedback from either concert promoter? Mr. Drum said they received praise and very high marks from both production companies.

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 Taylor Swift and Ed Sheeran concerts were both strong events for sales.

She said they rolled out all 2023 food vendors at the Ed Sheeran concert to prepare for the football season. Ms. Freeman noted they are fully staffed for the season with a waiting list of available nonprofit organizations.

ii. Minnesota Vikings Update

Chair Vekich asked Mr. Lester Bagley, Minnesota Vikings, to provide an update. Mr. Bagley said that the Vikings are in training camp preparing to kick off their eighth season in U.S. Bank Stadium. He said the team was averaging 4,000 fans per practice at TCO. Mr. Bagley noted that they are 97% sold out for the season and they look forward to playing in front of a full house each home game.

6. PUBLIC COMMENTS

There were no public comments.

7. DISCUSSION

There was no discussion.

7. ANNOUNCEMENT OF NEXT MEETING

Chair Vekich announced that the next MSFA meeting will be held on Thursday, September 21, 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 8:48 a.m.



MEMORANDUM

EXHIBIT B

To: MFSA Commissioners

From: Ben Jay, Executive Director

Date: September 21, 2023

Subject: Authorize Negotiation and Execution of Professional Services Agreement with Populous for the Secured Perimeter Project – Phase 2

We are now ready to begin planning for the Secured Perimeter Project – Phase 2. Populous provided a proposal for the Phase 2 project to define the scope, scale, and schedule of the project. Populous proposes to perform a Concept Study to explore options for the design of the secured perimeter on the west side of U.S. Bank Stadium and the plaza area. The scope of services in this Concept Study includes (1) facilitating user-group meetings to gain in-depth understanding of current operations, (2) evaluate ingress and egress flow, (3) generate design options for the project, and (4) prepare a final Concept Design document for the Authority.

Recommended Motion:

The Minnesota Sports Facilities Authority authorizes the Chair and Executive Director to execute a professional services agreement with Populous for the Secured Perimeter Project - Phase 2 for a contract amount of \$374,000.00.



MEMORANDUM

EXHIBIT C

To: MFSA Commissioners

From: Ben Jay, Executive Director

Date: September 21, 2023

Subject: Authorize Negotiation and Execution of Trade Contract Agreement for the 2023 Portable Snow Melter Equipment Project

The Minnesota Sports Facilities Authority published a Request for Proposals (RFP) on September 6, 2023, for the procurement of Portable Snow Melter Equipment. The equipment must be rated for a minimum of fifteen tons per hour melting capacity and towable by a full-size pickup truck. The portable snow melter equipment will assist the ASM staff with significant snow removal around U.S. Bank Stadium and reduce the annual cost for hauling snow off-property for disposal.

Quotes were due by September 20, 2023, but the Authority did not receive a responsive proposal. The Authority will revise and reissue the RFP with a new due date. Given the desire to use the equipment this snow season, it may be necessary to award a contract before the next Board meeting.

Staff will update the board at a future meeting following finalization of negotiations with the selected contractor.

Recommended Motion:

The Minnesota Sports Facilities Authority authorizes the Chair and Executive Director to select, finalize negotiations and execute a contract with a responsive proposer for the procurement of the Portable Snow Melter Equipment.



MEMORANDUM

EXHIBIT D

TO: MSFA Commissioners

FROM: Mary Fox-Stroman

DATE: September 21, 2023

SUBJECT: Authorize Negotiations for the 2023-2024 Property Insurance Program

The Authority's property insurance broker, Willis Towers Watson (WTW), is in the process of renewing our property insurance policies which will expire on October 1, 2023. Renewal quotes have been requested from the current carriers. Property insurance program includes coverage for property damage to the stadium building and contents, business interruption, flood, earthquake, windstorm, and boiler and machinery for a total insured valuation of \$1.3 billion.

WTW received a quote from AIG and anticipates receiving final quotes from the other carriers in the next few days. WTW will provide the Authority with a detailed report on the quotes received from the carriers, and the report will include the program's coverages, limitations, deductibles, and premiums.

The policies need to be renewed prior to the next board meeting on October 19, 2023. Staff is requesting authorization for the Chair and Executive Director to finalize negotiations and enter into contracts for the property insurance program.

Recommended Motion:

The Minnesota Sports Facilities Authority authorizes the Chair and Executive Director to finalize negotiations and enter into contracts for the property insurance program. A full insurance report will be presented at a future board meeting.