



MINNESOTA SPORTS FACILITIES AUTHORITY MEETING AGENDA

Thursday, May 21, 2020, 8:00 A.M.

Call-In Only

Dial-in Number: 612-808-8565

Dial-In Passcode: 485043#

Pursuant to the Governor's ongoing Emergency Executive Orders, the Minnesota Sports Facilities Authority (MSFA) is holding its previously scheduled **8:00 a.m., May 21, 2020**, Board meeting telephonically consistent with Minnesota Statutes, Section 13D.021. The MSFA Chair has concluded that an in-person meeting is not practical or prudent because of the health pandemic declared under the Emergency Executive Orders and the importance of social distancing and minimizing contact with others pursuant to the Orders. **The meeting will be held telephonically-only due to the pandemic and the public may monitor the meeting by calling 612-808-8565 and using the code 485043#. The Agenda and meeting materials will be available at [msfa.com](http://msfa.com).**

1. CALL TO ORDER
2. APPROVAL OF PRIOR MEETING MINUTES – April 16, 2020
3. BUSINESS
  - a. **Action Items**
    - i. **Authorize Negotiation for the Casualty Insurance Program**
  - b. Reports
    - i. Status of U.S. Bank Stadium
    - ii. Executive Director's Report
4. PUBLIC COMMENTS
5. DISCUSSION
6. ANNOUNCEMENT OF NEXT MEETING – 8:00 a.m. Thursday, June 18 at Medtronic Club
7. ADJOURNMENT

**\*Items in bold require action**



MINNESOTA SPORTS FACILITIES AUTHORITY  
Meeting Minutes – April 16, 2020 at 8:00 A.M.  
Teleconference

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 via phone: Chair Michael Vekich, Bill McCarthy, Barbara Butts Williams, Angela Burns Finney, and Tony Sertich

3. APPROVAL OF MEETING MINUTES – March 21, 2020. *See, Exhibit A.*

4. BUSINESS

a. Action Items

**i. Final Stadium Master Project Budget**

Mary Fox-Stroman, the Director of Finance at the MSFA, stated that Closeout of the Stadium construction process was completed and the final Master Application for Payment (MAP) #71, dated April 1, 2020, was submitted to the trustee and the disbursing agent for final payment processing. Mr. Farstad noted that Many adjustments were required to finalize the budget, including reconciliation and closeout of project contract values, reallocation of various uncommitted budget allocations, and other adjustments to the Sources and Uses of Funds. *See, Exhibit B.*

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

*The MSFA Board accepts the final Stadium Master Project Budget.*

**b. Report Items**

**i. ASM Global Event Update**

John Drum, Interim General Manager of U.S. Bank Stadium, provided the MSFA board with a stadium update. Mr. Drum stated that access to the stadium is now limited, and access is only being given to essential employees whose jobs require them within the building. The ticket office and team store remain closed, and stadium tours are all cancelled until further notice.

Mr. Drum announced that ASM Global has put together a Pandemic Management Plan, which requires temperature screenings and a medical survey prior to entry of the building. The use of face masks are highly encouraged while inside U.S. Bank Stadium, and PPE is made available to staff upon request. The compliance of individuals entering the stadium has been great, and employees appreciate these additional steps taken in order to ensure their health and safety.

Regarding Stadium events, Mr. Drum stated that ASM Global has been working with concert promoters on finding new dates for the Kenny Chesney and Rolling Stones concerts, as they have been postponed, and noted that most private events have been rescheduled for the fall. However, stadium staff is still preparing for the Minnesota Viking's 2020-2021 season as planned. Mr. Drum then noted that ASM Global and stadium partners are continuing to take guidance from the CDC, the State of Minnesota, and ASM Global corporate when it comes to the decision-making process as to when it is appropriate to safely reopen the stadium.

**ii. Executive Director Report**

Mr. Farstad began his report by giving a 3-point update about the external panel replacement project at U.S. Bank Stadium. Firstly, he discussed the safety precautions that are being taken to prevent the construction workers from contracting Covid-19. He noted that the following changes have been implemented to ensure that each employee remains healthy throughout the duration of the project: there is a safety meeting for all employees each morning as well as a voluntary temperature check upon

arrival of the construction site, site visits now consist of smaller teams, lunch breaks are socially distanced, washing stations have been installed, face masks are now required on lifts of two people or more, and safety reviews are now given at orientation. Employees and crews have been vigilant in following these new procedures, and no coronavirus cases have been reported. Secondly, he stated that all panels and insulation have been removed, except for the north west section, and the Henry Blueskin is currently being installed. Mr. Farstad noted that all progress of the project is being professionally tested and inspected regularly. Thirdly, Mr. Farstad stated that the west prow video board has been powered down and will be deinstalled over the next 7-10 days.

Mr. Farstad stated that the MSFA and Aramark are working on publishing multiple Request for Proposals that will be posted during the week of May 1<sup>st</sup>. Some of the projects include: purchasing of additional equipment (including deep fryers and smallwares), electrical work, and concession signage. The MSFA and Aramark are still aiming to have all projects completed before the start of the Minnesota Viking's preseason games.

Lastly, Mr. Farstad stated that there are many new technology installations being incorporated into U.S. Bank Stadium. ASM Global will soon begin self-installing IPTV upgrades, and the Verizon 5G expansion project should be up and running in May; however, this time frame is contingent on stadium safety procurers and the Covid-19 pandemic.

## 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 May 21, 2020, 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 8:36 A.M.

*Approved and adopted the 21<sup>st</sup> day of May 2020, by the Minnesota Sports Facilities Authority.*

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Tony Sertich, Secretary/Treasurer

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James Farstad, Executive Director



**MEMORANDUM**

TO: MSFA Commissioners

FROM: James Farstad, Executive Director  
Mary Fox-Stroman, Director of Finance

DATE: May 21, 2019

SUBJECT: Authorize Negotiation for the Casualty Insurance Program

CBIZ, our casualty insurance program broker, marketed the following insurance policies to various insurance carriers: commercial general liability, excess liability, garage keepers liability, crime, cyber/privacy liability, public officials and employment liability, workers compensation, and terrorism insurance. Several carriers have expressed an interest in the program and provided insurance indications, however the quotes are not yet finalized.

CBIZ continues to negotiate with the carriers for improved coverages and pricing. Some of the quotes included unexpected policy language changes, endorsements, that removed pandemic language from the policies. These endorsements were mandated by the reinsurers. CBIZ is negotiating with the carriers to reconsider the policy language changes. CBIZ is also researching options for new policy coverages. CBIZ will receive final quotes within the next few weeks and they will provide the MSFA with a detailed report on each policy's coverages, limitations, and premium.

The casualty insurance policies expire on June 17, 2020, and the new policies will need to be placed prior to the next board meeting on June 18, 2020. Staff is requesting authorization for the Chair and Executive Director to finalize negotiations and enter into contracts for the casualty insurance program.

***Recommended Motion:*** *The MSFA authorizes the Chair and Executive Director to finalize negotiations and enter into contracts for the casualty insurance program. A full insurance report will be presented at the next MSFA board meeting.*