



**MINNESOTA SPORTS FACILITIES AUTHORITY MEETING AGENDA**

**Wednesday, October 26, 2022, 8:00 A.M.**

**U.S. Bank Stadium – Mystic Lake’s Club Purple  
401 Chicago Avenue, Minneapolis, MN 55415**

**Pursuant to Minnesota Statutes, Section 13D.02, Commissioner Tony Sertich will participate in the meeting remotely because he is required to be in northern Minnesota. Consistent with Section 13D.02, subd. 1(a)(5), Commissioner Sertich will be at a location open and accessible to the public that may be in the area at Northland Foundation, 202 West Superior Street, Suite 800, Duluth, MN 55802.**

1. CALL TO ORDER
2. APPROVAL OF PRIOR MEETING MINUTES – September 22, 2022
3. BUSINESS
  - a. **Action Items**
    - i. **Approve Trade Contract Agreement with Horwitz for the 2022 Operable Doors Project**
    - ii. **Nomination of Executive Director**
  - b. Reports
    - i. U.S. Bank Stadium Updates
      - a. ASM Global
      - b. Aramark
    - ii. Minnesota Vikings Update
4. PUBLIC COMMENTS
5. DISCUSSION
6. ANNOUNCEMENT OF NEXT MEETING – November 17, 2022,  
Location: U.S. Bank Stadium – Mystic Lake’s Club Purple
7. ADJOURNMENT

**\*Items in bold require action**

**MEETING LOCATION - MYSTIC LAKE’S CLUB PURPLE**  
**STADIUM SKYWAY ENTRANCE WILL BE OPEN FOR ACCESS TO THIS MEETING**



MINNESOTA SPORTS FACILITIES AUTHORITY  
Meeting Minutes – September 22, 2022, 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 8:01 A.M.

2. **ROLL CALL**

Commissioners present: Chair Michael Vekich, Bill McCarthy, Angela Burns Finney, and Sharon Sayles Belton.

Commissioners absent: Tony Sertich.

3. **APPROVAL OF MEETING MINUTES – August 18, 2022.**

Chair Vekich asked for a motion to approve the minutes of the August 18, 2022, meeting.

Commissioner Sayles Belton moved, and Commissioner McCarthy seconded the motion. The minutes of the August 18, 2022, board meeting were unanimously approved and adopted as presented. *See, Exhibit A.*

4. **BUSINESS**

a. **Action Items**

i. **Authorize Negotiation and Execution of Design Services Agreement for the Secure Perimeter Project**

Chair Vekich asked Mr. Nate Pearson, The Tegra Group, John Drum, ASM Global, Ed Kroics, ASM Global, and Jenifer Freeman, Aramark, to join the board members at the table. Chair Vekich then asked Mr. Pearson to discuss the project. Mr. Pearson described the stadium perimeter project scope and the

initial conceptual design. He said the Phase 1 secure perimeter project will include only three sides of the stadium, the north, east, and south sides of the stadium. The stadium's west side, the plaza area, and permanent secure ticketing access points would be a Phase 2 project. Mr. Pearson said the chain link fence that surrounds the building would be replaced with a K12 rated structure, and the stadium's perimeter would be open to the public except for Vikings games and other major stadium events. Mr. Pearson then asked Mr. Ed Kroics to discuss the Department of Homeland Security (DHS) Safety Act. Mr. Kroics stated that ASM and the Vikings achieved the DHS Safety Act designation several years ago and the goal of the Act is to look at the stadium's security operations and protocols to ensure a safe and secure building will protect the public's safety. Mr. Kroics said for U.S. Bank Stadium to continue to receive the Safety Act designation their security protocols are reviewed by DHS, potential risks are identified, a corrective action plan is created, and then recommended actions are implemented, and a K12 rated structure was recommended by DHS.

Mr. Pearson then said a concept plan was developed for a K12 rated secure perimeter structure that would surround the stadium and the plaza area and add enhanced ticketing access check points. Mr. Pearson then presented and discussed the concept plan's diagram. Mr. Pearson mentioned that on non-event days the stadium would be accessible to the public as the perimeter would be flexible.

Commissioner Sayles Belton asked Mr. Pearson to discuss the various Phase 1 components that were indicated on the concept plan's diagram. Mr. Pearson pointed out the stadium's north, east, and west entrances, the security checkpoints that were shown on the plan, and the suggested locations for the K12 structure. Mr. Pearson mentioned that the project team walked the stadium's perimeter with staff from the City of Minneapolis and discussed the secure perimeter project. Mr. Pearson also pointed to the Phase 1 areas that are indicated as temporary secure ticketing access points to the stadium. He showed a sample of potential K12 materials and commented that these materials are made in the U.S.A., the materials are see-thru, and the materials will blend with the landscape. Mr. Pearson said that the plans include public art elements in the design. *See, Exhibit B.*

Commissioner Sayles Belton 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 Interim Executive Director to finalize negotiations and execute a contract for the architectural design services for Phase 1 of the Secure Perimeter Project.*

**ii. Authorize Negotiation and Execution of Design Services Agreement for Multi-Purpose Training Center and Club Improvements**

Chair Vekich asked Mr. John Drum, ASM General Manager, to discuss the Multi-Purpose Room and Training Center and the Club Improvements project. Mr. Drum said on game day there are approximately 3,000 staff members who are working at the stadium, and the staff members need one central location for a gathering space, for a training room, for eating meals, and space for a breakroom. Mr. Drum then commented on the clubs and said they are used for game day events, concerts, other major events, and many private events. He said ASM is working with Aramark to review food and beverage options and new technology improvements for the club spaces.

Chair Vekich then asked Ms. Jen Freeman, Aramark general manager, to discuss the project. Ms. Freeman said that they are looking at a variety of options to enhance the food and beverage program in the clubs and they are looking for design options that will better suit the clubs and provide better food and beverage service on event days.

Chair Vekich then asked Mr. Nate Pearson to describe the multi-purpose room and training center and club improvements project. Mr. Pearson then described the preliminary conceptual design for the project and said the multi-purpose room would be built-out on the mezzanine level located above the loading dock area. The room would include a large gathering space for training opportunities, meals, restrooms, and storage areas. He said the project will review recent club enhancements at other NFL stadiums and will evaluate opportunities for technology enhancements, food and beverage service enhancements, and point of sale speed of service enhancements. Mr. Pearson explained that it will be

a collaborative process as the design team will work with the Authority, ASM, Aramark, and the Team on the club improvements design options.

Commissioner McCarthy asked what space is used currently for employees? Mr. Drum responded that ASM and Aramark use club spaces for training areas when these areas are available. He said for large preseason training sessions they use FMP Club and they use the north storage area on event level for staff training. Mr. Drum mentioned that other stadiums have separate check-in areas for staff and they have more structured training facilities. Mr. Drum concluded by saying the project's focus will be on the guest experience and the stadium's variety of events. *See, Exhibit C.*

Commissioner Burns Finney 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 Interim Executive Director to finalize negotiations and execute a contract for the architectural design services for the Multi-Purpose Room and Training Center and Club Improvements Project.*

### **iii. Approve 2022-2023 Property Insurance Program**

Chair Vekich asked Ms. Mary Fox-Stroman, Interim Executive Director, to discuss the 2022-2023 Property Insurance Program. Ms. Fox-Stroman said Willis Towers Watson Midwest, Inc, the Authority's property insurance broker, marketed the program to multiple carriers. The program includes coverage for the stadium's real and personal property, business interruption, and terrorism. The program has a policy limit of \$1.25 billion, and it has a layered coverage limit approach, the primary layer provides coverage of \$1 billion and the secondary layer provides coverage of \$250 million. In addition, there is a deductible buy down policy for snow, sleet, and hail perils, and there is a second deductible buy down policy for hail perils. The total premium for the property insurance program is \$1,439,508.76. *See, Exhibit D.*

Commissioner Sayles Belton 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 Interim Executive Director to finalize negotiations and execute contracts for the 2022-2023 Property Insurance program.*

**b. Report Items**

**i. 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 gave an update on recent stadium events. He said this past month has been busy as the Vikings played a preseason home game on August 20<sup>th</sup>, the Rammstein Concert was on August 27<sup>th</sup>, Vikings regular season home opener was on September 11<sup>th</sup>, and there were a variety of other events including the Page All Star Gala, Minnesota Department of Public Safety training, OptivCon 2022 event, and multiple JD Pride youth football games.

Mr. Drum then discussed future events and said the Vikings will play the Detroit Lions on September 25<sup>th</sup>, Youth in Music will be here on October 8<sup>th</sup>, Vikings will play the Chicago Bears on October 9<sup>th</sup>, and the TeamSmile Event will be here on October 11<sup>th</sup>. Mr. Drum said that they recently announced the Luke Combs concert will be at U.S. Bank Stadium on May 13, 2023, and presales have been very strong.

**b. Aramark Sports & Entertainment Update**

Chair Vekich asked Ms. Jenifer Freeman, Aramark General Manager, to comment. Ms. Freeman said the food and beverage staff have been very busy with so many major events, the concerts, the Vikings preseason game, and the Vikings home opener game. She said U.S. Bank Stadium food and beverage sales were exceptionally strong for the month. The Vikings home opener against the Green Bay Packers was phenomenal as sales exceeded expectations. Ms. Freeman then discussed the new HyVee Beverage Market project on the main concourse that was just completed. She said the project came

together and they successfully introduced Mash Gin technologies and self-checkout stations to the stadium guests. Ms. Freeman said sales at the HyVee Market were strong for its initial operation.

**c. Minnesota Vikings Update**

Chair Vekich asked Mr. Lester Bagley, Minnesota Vikings, to comment. Mr. Bagley said the Team is very appreciative the Authority moved forward with the design services agreement for the secure perimeter project today. He said that fan safety is their number one priority. He said they are also very appreciative the Authority moved forward with the training center and club improvements project today. Mr. Baley commented these projects will protect U.S. Bank Stadium, Minnesota’s greatest asset.

Mr. Bagley then commented on the Vikings vs. Green Bay game and said the opener was exceptional, it was a beautiful day, the doors were open, stadium operations were well managed, the kickoff concert was great, and the game had a strong showing at 97%. It was a great home opener for the Vikings.

Lastly, Mr. Bagley said the Minnesota Vikings partnered with TeamSmile and Park Dental for a stadium event in the Delta Sky 360 Club where over 200 kids will be provided free dental care.

**5. PUBLIC COMMENTS**

Alan Roebke, Alexandria, Minnesota with Inform TV, commented on the Authority’s finances, charitable gambling in Minnesota, and the Gambling Control Board. Mr. Roebke also offered his thoughts on how the state of Minnesota should fund its debt service obligations for construction of 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, October 20, 2022, 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 9:12 A.M.

*Approved and adopted the 26th day of October 2022, by the Minnesota Sports Facilities Authority.*

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Angela Burns Finney, Secretary/Treasurer

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Mary Fox-Stroman, Interim Executive Director

**MEMORANDUM**

TO: MSFA Commissioners

FROM: Mary Fox-Stroman, Interim Executive Director

DATE: October 26, 2022

SUBJECT: Approve Trade Contract Agreement with Horwitz for the 2022 Operable Doors Project

On September 13, 2022, the Authority published a Request for Proposals (RFP) for the 2022 Operable Doors project at U. S. Bank Stadium. The stadium has five large operable doors at the Legacy Gate entrance that are opened for certain major events. Each operable door has six hydraulic cylinders and there are two spare cylinders in storage for a total of 32 hydraulic cylinders. Fluid has been leaking from the cylinder's shaft seals. The amount of fluid leaking is exceeding the fluid catch basins on the cylinders. The fluid is dripping and accumulating on the carpet at the Legacy Gate entrance.

Horwitz was the only proposer who responded to the RFP. Horwitz proposed to provide turnkey project management, extraction and reinstallation of the hydraulic rams, rebuilding components of the cylinders, and assurance of the correct operation and condition of each hydraulic device. Horwitz proposed to complete the project by March 30, 2023, for a cost of \$298,000.00.

**Recommended Motion:**

*The Minnesota Sports Facilities Authority authorizes the Chair and Interim Executive Director to execute a trade contact agreement with Horwitz for \$298,000.00 for the 2022 Operable Doors project.*



## MEMORANDUM

To: MSFA Commissioners

From: Michael Vekich, Chair

Date: October 26, 2022

Subject: Nomination of Executive Director

The MSFA Executive Director position has been vacant since early 2022. We are grateful for the work of Mary Fox-Stroman as Interim Executive Director. State law and the MSFA Bylaws provide that the Board may appoint an Executive Director. A finalist for the Executive Director is to be nominated by the Chair and approved by a four-fifths vote of the Board.

Following an extensive hiring process facilitated by the Human Resources staff at Minnesota Management and Budget (MMB), I am recommending a finalist for the Executive Director position. The position was posted from June 6 through August 20, 2022. This resulted in 35 applicants. MMB ultimately recommended five qualified candidates. I conducted interviews with those five candidates and concluded that the best candidate is Ben Jay, who I am nominating for the position.

Mr. Jay has over 25 years of business and operations experience, primarily in the operation of athletic programs and facilities. His particular skills include overseeing internal operations, budget and finance, construction management, contract administration, event management, facility operations, human resources, strategic planning, and technology. He currently is the Chief Financial Officer/Chief of Staff for the NCAA's Big West Conference. Previous employment includes Director of Athletics at the University of Hawai'i and Executive Associate Athletics Director/CFO for Ohio State University.

### **Recommended Motion:**

*The Minnesota Sports Facilities approves the appointment of Ben Jay as Executive Director, effective December 5, 2022, at an annual salary of \$192,144, plus benefits.*