



### **Minnesota Ballpark Authority Meeting Minutes – January 15, 2010**

Chair Steve Cramer called the meeting of the Minnesota Ballpark Authority for January 15<sup>th</sup>, 2010 to order at 1:00 p.m. The roll was taken. All Commissioners were present. Kathleen Lamb, Legal Counsel, was also present.

Commissioner John Wade moved approval of the agenda, seconded by Commissioner Barb Sykora and approved unanimously – 5 YEAS, 0 NAYS.

**APPROVED**

Commissioner Joan Campbell moved approval of the December 4<sup>th</sup>, 2009 meeting minutes, seconded by Commissioner Wade and approved unanimously – 5 YEAS, 0 NAYS.

**APPROVED**

#### **CHAIR REPORT**

##### **Chair Steve Cramer reported the following:**

- One of MBA's statutory obligations is to work with the Twins and Delaware North to make sure they are reaching appropriate outreach on community hiring for Target Field. Chair Cramer and Executive Director Kenney have had discussions with the Twins and Delaware North who are committed to outreach and are looking together at identifying sources of employees and vendors. They will continue to meet and work on this issue over the next several months.

#### **EXECUTIVE DIRECTOR REPORT**

##### **Executive Director Kenney reported the following:**

- The agreement with the City of Minneapolis on the Cedar Lake Trail has been completed and Mr. Kenney thanked Steve Kotke, Don Elwood, Beth Grosen for their work in negotiating the easement agreement. It was important to get the right maintenance and public safety provisions included.
- The Strategic Communications Committee continues to meet and Mr. Kenney stated Bob McFarlin will be presenting today on the committee's efforts to date.

**ACTION ITEMS:**

**10-MBA-47:** To authorize the Chair and Executive Director to amend the consultant contract with Leer Communication and Consultants as proposed in the 2010 Minnesota Ballpark Authority operating budget.

**Background:**

A contract is currently in place between the Minnesota Ballpark Authority and Leer Communication and Consultants to provide communication and public relations services to the MBA. This contract was originally approved in 2007, and is budgeted to continue through 2010.

This contract has been amended each year to allow for a monthly payment of \$4,400 plus reimbursable expenses, as approved by the Authority. MBA Resolution No. 08-MBA-19, adopted December 19, 2008, did not allow for reimbursable expenses for work related to such projects as the MBA's Greater Minnesota Tour, as well as preparation and support for MBA speaking engagements throughout the year. The total amount needed to cover all the reimbursable expense in 2009 is \$6,865.

The adopted 2010 Minnesota Ballpark Authority Budget reflects a total budgeted amount of up to \$60,000 for this contract.

**Action Requested:**

**BE IT RESOLVED** that the MBA Board authorizes the Chair and Executive Director to extend the contract with Leer Communications, at an amount of \$46,465, plus monthly reimbursable expenses, for the term through December 31, 2010, as reflected in the adopted 2010 MBA Budget.

Commissioner Wade moved approval, seconded by Commissioner Campbell and approved unanimously – 5 YEAS, 0 NAYS.

**APPROVED**

**10-MBA-48:** To authorize the Chair and Executive Director of the Minnesota Ballpark Authority to enter into necessary agreements and take all necessary actions to transfer and convey to the City of Minneapolis a retaining wall and remnant parcel of land abutting the Cedar Lake Trail and located outside the Ballpark's surface parking lot.

**Background:**

For several years, the City has planned to construct Phase III of the Cedar Lake Trail from the current terminus point of the Trail at Royalston Avenue North through the northwesterly portion of the Authority property lying immediately adjacent to the BNSF railway right of way, and continuing from its intersection with the 5<sup>th</sup> Street North Bridge on the northeasterly boundary of the Authority property to West River Parkway.

In August 2009, the MBA Board approved Resolution 09-MBA-39, which authorized the Chair and Executive Director to complete negotiations and enter into final easement agreements with the City of Minneapolis to set forth the parties' respective rights and responsibilities for the

design, construction, operation, maintenance, repair and reconstruction of the Cedar Lake Trail within the Authority property.

The City and the Authority have been negotiating over the past several months, and the parties have reached agreement on the final terms for the Cedar Lake Trail easement. One issue that emerged through the negotiation process was the ongoing maintenance and repair of the retaining wall which was constructed between the Cedar Lake Trail and a City of Minneapolis storage building to the Southwest of the Ballpark parking lot. The Authority owns a remnant parcel between the City storage building and the Cedar Lake Trail on which is located the retaining wall and landscaping between the wall and the City's building. The Authority staff does not have an interest in maintaining this retaining wall or the remnant parcel between the Cedar Lake Trail and the City-owned storage building. The Authority staff has requested that the City take ownership of both the retaining wall and the remnant parcel between the Cedar Lake Trail and the City's storage building.

**Action requested:**

**BE IT RESOLVED**, that the Authority Board authorizes the Chair and Executive Director of the Minnesota Ballpark Authority to enter into necessary agreements and take all necessary actions to transfer and convey to the City of Minneapolis a retaining wall and remnant parcel of land abutting the Cedar Lake Trail and located outside the Ballpark's surface parking lot.

Commissioner Mike Vekich moved approval, seconded by Commissioner Campbell and approved unanimously – 5 YEAS, 0 NAYS.

**APPROVED**

**DISCUSSION ITEMS:**

**A. Transportation Strategic Communications Plan – Kevin Smith, MN Twins, Bob McFarlin, Weber Shandwick**

Kevin Smith stated that “Maybe as important or more important than a good-tasting hot dog and a fresh popcorn is a great experience in getting our fans to Target Field for games and then home”. The Minnesota Twins, MBA, Hennepin County, the City of Minneapolis and several other partners joined together in a unique communication effort to develop a transportation plan the will inform the public of the various transportation options to get to and from Target Field. They hope that this information will help to create a positive impression of downtown Minneapolis and a positive first impression of Target Field.

Bob McFarlin presented the detailed plan and introduced the new website; ‘DestinationTargetField.com’ which encourages fans to plan ahead and utilize all information and modes provided.

**B. Construction and Planning Update – Dan Mehls, Mortenson Construction**

Dan Mehls reported that the Certificate of Occupancy for Target Field was signed over to the Twins on 12-22-09 two months ahead of schedule. There currently are 75 workers on site finishing up the punch-list which should be completed by March 3. The LEED submittal will be sent next week with the hope that results will be available by Opening Day. On March 3, OCIP coverage for all enrolled subcontractors will be terminated, as scheduled under contract. The wind veil is complete. Project workforce goals, as well as SWMBE goals are currently being exceeded.

Prior to the receipt of the Certificate of Occupancy, it was decided that further changes to the facility were going to wait until after the Certificate Of Occupancy was received. These minor changes are to be designated D1 (changes made first day after occupancy) or D2 (changes made second day after the first game). After the first game they will start work on a Task Order Contract which will continue throughout the year on modifications as needed.

**C. Construction and Planning Update –Ed Hunter, MBA Project Manager**

Mortenson completed its punch-list late last summer and Populous is approximately 85% punched. Mortenson is starting the process of accepting warranties on all varieties of systems and equipment throughout the facility. Next month Gary Glawe from the Twins will give a presentation on the preventative maintenance system from the Facilities 360 program. Craig David has fabricated the third and final public art mural and is in the process of installing it. Al Price continues fabrication on his artwork for the vertical circulation building. Both public artwork projects should be completed by the end of February.

**D. MBA Office Move to Target Field – Susie Helget, MBA Administrative Manager**

Ms. Helget reported that in two weeks the MBA will move in to Target Field. She has been communicating with the Twins on phone use and building security. Office operations training are underway and various walk-throughs have occurred. New phone numbers and address changes have been communicated to all parties. Letterhead and business cards have been ordered and delivered.

**E. MBA Financial Report – Brenda Juneau, MBA Finance Coordinator**

Ms. Juneau presented the MBA financial reports for the period ending November 30, 2009, for the General and Capital Projects Fund. There is still a fund balance of \$50 million in the Capital Project Fund as of the end of November. The Operating Fund is still within budget and Ms. Juneau is projecting a small surplus at year end.

Next meeting: February 19, 2010 HHH Metrodome

*There being no further business, Chair Cramer moved to adjourn. The motion was approved unanimously - 5 YEAS, 0 NAYS. The meeting of the Minnesota Ballpark Authority for January 15, 2010, was adjourned at 2:05 P.M.*