

Weekly Accounting Status Meeting

Date: 10/4/2023; 2:30pm to 2:37pm

Teams Meeting: Brenda Lee (SCSA), Brent Ghan (ManCo) and Caitlin Ritchie (ManCo)

1. Stadium Builder License Proceed Transfer for 2nd Quarter
2. Non-NFL Event Ticket Surcharge
3. Levi's Naming Rights Payment

Financial Management System

Managed Services Status Meeting

Date: 10/18/2023; 2:00pm to 2:17pm

Zoom Meeting: Linh Lam (SCSA), Brenda Lee (SCSA), David Presley (SCSA), Brent Ghan (ManCo), Chad Hundley (Armanino), and Giles Zollar (Armanino)

1. Discussed available system review, available support hours and academy courses
2. Discussed configuration documents and review
3. Discussed version upgrade to 18.6 for Great Plains (available in October 2023)
4. Discussed InTwo open support tickets
5. Discussed Armanino assistance to Stadium Manager year-end close
6. Discussed upcoming integration projects related to loading AP invoices to Great Plains, currently put on hold

Weekly Accounting Status Meeting

Date: 10/18/2023; 2:30pm to 2:37pm

Teams Meeting: Brenda Lee (SCSA), Brent Ghan (ManCo) and Caitlin Ritchie (ManCo)

1. Return of Non-NFL Event ticket surcharge
2. Escheatment for outstanding checks
3. Taylor Swift ticket surcharge to be sent 11/2/2023

Date: 10/19/2023, 11:00 p.m.

Zoom:

For Santa Clara Stadium Authority:

Glen R. Googins, Stadium Authority Counsel

Sujata Reuter, Chief Assistant City Attorney

For Stadium Manager:

Jihad Beauchman

For FIFA:

Michelle Cornell-Davis

Peter Gutierrez

Adam Sullins

For Bay Area Host Committee:

Matthew Richards

Robert Weikert

1. FIFA World Cup Documents

Weekly Accounting Status Meeting

Date: 10/25/2023; 2:30pm to 2:34pm

Teams Meeting: Brenda Lee (SCSA), Brent Ghan (ManCo) and Caitlin Ritchie (ManCo)

1. Financial Management System Journal Entry # for Ticket surcharge
2. STR Marketplace Monthly Fees

Levi's Stadium Security & Neighborhood Impacts SOQ Evaluation

Date: 10/31/2023; 11:00 a.m. - 12:00 p.m.

Hybrid Meeting: Jōvan D. Grogan, Ruth Mizobe Shikada, Derek Rush, Christine Jung
(City/Stadium Authority); Francine Melendez Hughes (49ers/Stadium Manager)

1. Levi's Stadium Security and Neighborhood Impacts Review Statement of Qualifications Evaluation

Date: 11/1/2023, 8:30 a.m.

In-Person Meeting – Levi's Stadium:

For Santa Clara Stadium Authority:

Jōvan D. Grogan, Executive Director
Glen Googins, Stadium Authority Counsel
Derek Rush, Assistant Police Chief

For 49ers/Stadium Manager:

Al Guido
Peter Wilhelm
Jihad Beauchman
Alex Chang
Ellie Caple

For Bay Area Host Committee:

Becca Smith
Zaileen Janmohamed
Kristin Miller
Robert Weikert

For SH Advisors Group:

Karina Herold

For Fleishman Hilard:

Mitch Germann

For Lighthouse Public Affairs

Boe Hayward
Marian Lee

For Valley Transportation Authority

Derik Calhoun
Aston Greene

1. FIFA Site Visit

Weekly Accounting Status Meeting

Date: 11/01/2023; 2:30pm to 2:32pm

Teams Meeting: Brenda Lee (SCSA), Brent Ghan (ManCo) and Caitlin Ritchie (ManCo)

1. Non-NFL Event Surcharge for Taylor Swift
2. Backup and journal entry number on Non-NFL Ticket Surcharge

Date: 11/1/2023, 5:00 p.m.

In-Person Meeting – Levi's Stadium:

For Santa Clara Stadium Authority:

Glen Googins, Stadium Authority Counsel

For Stadium Manager:

Jihad Beauchman

1. Outstanding Stadium and Event Issues

Bi-weekly Stadium Capex Permit Meeting

Date: 11/3/2023; 11am to 11:30am

Zoom Meeting: Elycia Knight (SCSA), Ryan VanMaarth (ManCo)

1. Discussed anticipated submittals for larger projects that will break ground in 2025.
2. Discussed potential coordination of submittals that require outside agency approval.
3. Discussed the schedule of submittals for FY23/24 CAPEX and agenda cadence for ongoing meetings.

Weekly Accounting Status Meeting

Date: 11/15/2023; 2:30pm to 2:56pm

Teams Meeting: Linh Lam (SCSA), Brenda Lee (SCSA), Brent Ghan (ManCo) and Caitlin Ritchie (ManCo)

1. FY2022-23 True-up on the December Operations and Maintenance invoice
2. FY2021-22 Insurance Expense True-up
3. Backup on Non-NFL Ticket Surcharge
4. Financial Management System Audit for previous years

Date: 11/15/2023, 3:00 p.m.
In-Person – Levi's Stadium:

For Santa Clara Stadium Authority:

Jōvan D. Grogan, Executive Director
Glen R. Googins, Stadium Authority Counsel
Sujata Reuter, Chief Assistant City Attorney
Kenn Lee, Director of Finance
Ruth Shikada, Retired Annuitant
Richard Fitting, Police Captain
Mohammad Walizadeh, Outside Counsel

For Stadium Manager:

Jihad Beauchman
Jeff Fong
Francine Hughes
Peter Wilhelm
Charmaine Yu

1. Outstanding Arbitration Disputes

Levi's Stadium Permit Bi-Weekly Check-In with Stadium Manager

Date: 11/17/2023; 10:30am – 11:30am

Zoom Meeting: Ryan Van Maarth (ManCo), Elycia Knight (SCSA)

1. Discussed anticipated submittals for larger projects that will break ground in 2025.
2. Discussed potential coordination of submittals that require outside agency approval.
3. Discussed the schedule of submittals for FY23/24 CAPEX and agenda cadence for ongoing meetings.



**STADIUM AUTHORITY / STADIUM MANAGER
MONTHLY COORDINATION MEETING
November 20, 2023 | 1:00 p.m. – 2:00 p.m.
Levi's Stadium**

ATTENDEES

City/Stadium Authority

- Jōvan D. Grogan, City Manager/Executive Director
- Ruth Mizobe Shikada, Executive Director's Office
- Christine Jung, Assistant to the City Manager
- Elycia Knight, Development Project Manager

49ers/Stadium Manager

- Francine Melendez Hughes, Executive Vice President & General Manager
- Peter Wilhelm, Chief Financial Officer

MEETING MINUTES

1. December 25th NFL Game (SCSA)

The City and Stadium Authority sent a letter requesting double pay rate for non-sworn City and As Needed Employees for the Christmas game, as well as an adjustment to the public safety threshold based on those incremental costs. 49ers/Stadium Manager staff said they would look at what they have done in the past and respond to the request in the upcoming weeks.

2. December 10th Tours

Stadium Authority and Stadium Manager staff discussed coordination for two stadium tours that would occur during the December 10, 2023 NFL game. The first tour was for Guidepost Solutions to observe security operations and neighborhood impacts and the second tour was for the City's new Assistant City Manager and Public Information Officer to view operations during a stadium event.

3. Security Assessment – Expense Allocation (Stadium Manager)

Stadium Authority shared that it selected Guidepost Solutions to complete the security and neighborhood impacts assessment project. The service agreement is in an amount not to exceed \$99,800. Stadium Manager asked for a copy of the consultant's proposal, which the Stadium Authority agreed to share. 49ers/Stadium Manager staff confirmed that StadCo would cover 45% of the cost

of the security and neighborhood impacts assessment and the Bay Area Host Committee would cover 10%.

4. Council Meeting (12/5) – Sod Replacement (Stadium Manager)

Stadium Authority and Stadium Manager staff discussed sod removal services that are utilized for stadium events and the continued sod removal agreement request that was pending Board approval on the December 5, 2023 agenda. This discussion included sharing the Board's questions about the request, sod supply vs. sod removal, previous vendors/contracts providing this service, division of costs and how these services were funded in the past, etc. Stadium Manager staff said they would likely participate at the December 5 meeting and would confirm at a later date.

5. Stadium Manager RFP Process (Stadium Manager)

Stadium Authority and Stadium Manager staff discussed the City/Stadium Authority's review and potential participation in upcoming key procurements related to Non-NFL Event operations that will go to the Board for approval later in the fiscal year. Stadium Authority staff asked the Stadium Manager to share the scope of services and for City/Stadium Authority review and/or participation in specific procurement processes such as event security and janitorial services. Stadium Manager said they would discuss the request internally and update the Stadium Authority.

6. City/Stadium Authority Participation in Upcoming Key Solicitations (SCSA)

See Item 5.

7. Parking Stall Count – Mission College (Stadium Manager)

Stadium Authority and Stadium Manager staff discussed a pending proposal for parking at Mission College. Stadium Authority staff shared that the City's Community Development Department required a written acknowledgement from Mission College that it agreed to provide parking spaces for events. The Stadium Manager would coordinate with Mission College and Community Development Department regarding the submittal and receipt of acknowledgement.

8. Inquiry Regarding Potential Additional Stadium Parking (SCSA)

Stadium Authority and Stadium Manager staff discussed the possibility of public vehicle access for events through the southern portion of the back nine (closest to Tasman East) owned by Related and the coordination required for implementation.

9. Additional Endzone Field Level Seats (SCSA)

Stadium Authority and Stadium Manager discussed the Stadium Manager's update on adding additional seats at the field level which was the result of replacing existing/prior seats (due to wear and tear). The new seats will be smaller, so they can fit additional seats in the area, which would in turn generate

new Stadium Builder License (SBL) revenue. Stadium Authority staff said they would discuss internally and share next steps with the Stadium Manager.

10. Capital Projects (SCSA)

Key staff on the City and Stadium Manager respective teams (Elycia Knight and Ryan Van Maarth) are meeting regularly to discuss and coordinate stadium capital improvements, including a future jumbotron replacement project and potential requirements/impacts.

11. Public Safety and Operational Documents in Budget Process (SCSA)

The City/Stadium Authority will be sharing comments for the public safety and operational documents on or before December 8, 2023.

12. Miscellaneous Items, If Needed

At the beginning of the meeting, Executive Director Jovan Grogan provided an update on upcoming Stadium Authority staffing changes.

Date: 11/20/2023, 3:30 p.m.
Phone Call:

For Santa Clara Stadium Authority:
Glen Googins, Stadium Authority Counsel

For Stadium Manager:
Jihad Beauchman

1. Lobbyist Registration Ordinance Requirements
2. Miscellaneous Operations Issues

Weekly Accounting Status Meeting

Date: 11/29/2023; 2:30pm to 2:40pm

Teams Meeting: Brenda Lee (SCSA), Brent Ghan (ManCo) and Caitlin Ritchie (ManCo)

1. Q2 Certificates uploaded to the Lender portal
2. Capital Expenditure invoices
3. FY 2023-24 Capital Expenditure summary

Kickoff Meeting with Guidepost Solutions

Date: 12/01/2023; 11:00 a.m. – 12:00 p.m.

Teams Meeting: Jōvan D. Grogan, Ruth Mizobe Shikada, Christine Jung, Derek Rush, Richard Fitting (City/Stadium Authority); Francine Melendez Hughes (49ers/Stadium Manager); Jim Hayes, Cathal Walsh, Angela Osborne, Steven Draghi, Morgan Hassler, Ramone Kegler (Guidepost Solutions)

1. Introductions
2. Review scope of work for the event entry/security procedures and neighborhood impacts assessment
3. December 10th event visit
4. Project schedule
5. Potential documents for consultant review

Check In Meeting

Date: 12/05/2023; 3:30 p.m. – 4:00 p.m.

Teams Meeting: Jōvan D. Grogan, Glen Googins, Ruth Mizobe Shikada, Kenn Lee, Christine Jung (City/Stadium Authority); Francine Melendez Hughes, Jihad Beauchman (49ers/Stadium Manager)

1. Stadium Authority confirmation of Stadium Manager's PowerPoint for the 12/05/2023 sod removal agenda item
2. Order of sod removal presentations
3. Grow lights at Levi's Stadium and recent inquiries, including how they are used, how often, and related equipment
4. Sod removal costs

Operational Tour at Levi's Stadium

Date: 12/10/2023

In person Meeting: Jōvan D. Grogan, Ruth Mizobe Shikada, Chuck Baker, Janine De la Vega (City/Stadium Authority); Francine Melendez Hughes, Peter Wilhelm, Jason Montgomery, Jeremy Vaux, Ryan van Maarth, Ellie Caple, Joshua Stephens (49ers/Stadium Manager);

1. Introduction to new City Staff
2. Introduction by ManCo/49ers staff of their respective roles
3. Overall event operation briefing

Date: 12/13/2023, 1:00 p.m.
Zoom:

For Santa Clara Stadium Authority:
Glen Googins, Stadium Authority Counsel
Sujata Reuter, Chief Assistant City Attorney

For Stadium Manager:
Jihad Beauchman

For FIFA:
Michelle Cornell-Davis
Peter Gutierrez
Adam Sullins

For Bay Area Host Committee:
Matt Richards
Robert Weikert

1. FIFA World Cup Documents

Weekly Accounting Status Meeting

Date: 12/13/2023; 2:30pm to 2:36pm

Teams Meeting: Linh Lam (SCSA), Tyler Cook (SCSA), Brenda Lee (SCSA), Brent Ghan (ManCo) and Caitlin Ritchie (ManCo)

1. Introduce new Accounting Division Manager
2. KPMG Agreed Upon Procedures audit

**STADIUM AUTHORITY/STADIUM MANAGER
QUARTERLY STATUS MEETING
December 13, 2023 | 4:30 p.m. – 5:30 p.m.
Santa Clara Convention Center, Room 201**

ATTENDEES

City/Stadium Authority

- Jōvan D. Grogan, City Manager/Executive Director
- Chuck Baker, Assistant City Manager
- Christine Jung, Assistant to the City Manager
- Elycia Knight, Development Project Manager

49ers/Stadium Manager

- Francine Melendez Hughes, Executive Vice President & General Manager
- Peter Wilhelm, Chief Financial Officer

Meeting Minutes

- 1. Quarterly Status Meeting Updates from Stadium Manager**
 - a. Financial performance of past Non-NFL Events**
 - b. Status of future Non-NFL Events**
 - i. Booked events**
 - ii. Pipeline events**
 - c. Private Parking Agreements**
 - i. Executed private parking agreements**
 - ii. Ongoing negotiations for private parking agreements**

Stadium Authority and Stadium Manager staff discussed the general financials for the Taylor Swift and Beyonce concerts. Stadium Manager shared updates regarding booked 2024 Non-NFL events which include the May 4, June 22, and July 2 soccer events, May 17-18 Luke Combs concerts, and July 17 Rolling Stones concert. Stadium Manager staff offered to connect Assistant City Manager Chuck Baker with key staff who managed non-ticketed Non-NFL events. Separately, Stadium Authority staff brought up the need for a structural relationship between the Stadium Authority and Stadium Manager when it came to managing future Non-NFL event cancellations.

Stadium Manager staff shared that they were scheduling capital projects in a way so that they would not impact events. They planned to submit their projects after the new year and noted that some of the projects may require CEQA.

Stadium Authority and Stadium Manager staff discussed updates related to the Stadium Manager's recent efforts to obtain public vehicle access through Related's property for upcoming events and Mission College parking.

2. December 25th Event

City/Stadium Authority staff shared the status of City work efforts for the December 25, 2023 NFL game, including the upcoming December 19, 2023 Council item on staffing/pay. City/Stadium Authority and Stadium Manager had a confidential public safety discussion.

3. Pre-Litigation Meeting Prep (Stadium Manager)

Confidential discussion.

4. Post Event Feedback from Chuck (Stadium Manager)

Assistant City Manager Chuck Baker shared his experience for the December 10, 2023 NFL game operational tour.

5. Security Procedures and Neighborhood Impact Review

a. Feedback from Guidepost Assessment (Stadium Manager)

b. Coordination for January 6/7 Visit (Stadium Authority)

Stadium Manager staff were interested in Guidepost Solutions' feedback after the consultant toured and observed the December 10, 2023 NFL game. City/Stadium Authority and Stadium Manager had a confidential public safety discussion. Stadium Manager agreed to lead the following Guidepost Solution tour, which was planned for January 6 or 7, 2024. Stadium Authority and Stadium Manager coordinated next steps for the visit.

6. City/Stadium Authority Participation in Key Upcoming Solicitations – Follow Up (Stadium Authority)

Stadium Manager staff agreed that it made sense to have City/Stadium Authority staff participate in the event security solicitation process. They shared that they were reviewing the scope of other venues' janitorial services as a benchmark and would likely change the scope of the stadium's janitorial services in the upcoming solicitation.

7. Additional Endzone Field Level Seats – Follow Up (Stadium Authority)

Stadium Manager confirmed that the seats were not fully installed but due to the conversion of the field seats (wide seats to more narrow seats), more seats could be fit in the endzone of the field. Stadium Authority staff shared that the Board approved a certain number of Stadium Builder Licenses (SBLs) in 2022, and anything above that number will require additional Board action. Both sides agreed to look into follow up items related to the request, including the number of seats approved by the Board and whether SBLs were actually executed.

8. Capital Improvement Projects Update (Stadium Authority)

Stadium Authority staff provided an update on a recent meeting with Stadium Manager's lead staff for capital projects and asked the Stadium Manager to identify critical projects and provide an updated capital projects schedule from the Stadium Manager. Stadium Manager staff shared updates about key projects, such as the DAS, roof, and jumbotron enhancement. City/Stadium Authority staff proposed scheduling a planning meeting to discuss the jumbotron enhancement application and regulatory process.

9. World Cup Improvements – Confidential (Stadium Authority)

Confidential discussion.

10. Levi's Stadium Signage (Stadium Authority)

Stadium Authority and Stadium Manager agreed that the Naming Rights signage was an outstanding issue that still needed to be resolved. New Stadium Authority staff on the team needed to learn more about the signs and come up to speed.

Bi-weekly Stadium Capex Permit Meeting

Date: 12/15/2023; 11:30am to 12:00am

Zoom Meeting: Elycia Knight (SCSA), Ryan VanMaarth (ManCo)

1. Reviewed Capex Status Tracker.
2. Reviewed Submitted and Open Projects.
3. Update on the status of Verizon rights for DAS system.

Financial Management System

Managed Services Status Meeting

Date: 12/20/2023; 2:00pm to 2:21pm

Zoom Meeting: Linh Lam (SCSA), Brenda Lee (SCSA), David Presley (SCSA), Brent Ghan (ManCo), Chad Hundley (Armanino), Rebecca Bunas, and Giles Zollar (Armanino)

1. Open invoice, available system review, available support hours and academy courses
2. Coupa/Scribe to load AP invoices into GP
3. Great Plains upgrade to 18.6 from 18.4
4. SCSA trainings using available academy courses

Date: 12/21/2023, 1:30 p.m.

In Person Meeting – Santa Clara Convention Center:

For Santa Clara Stadium Authority:

Jōvan D. Grogan, Executive Director
Glen Googins, Stadium Authority Counsel
Chuck Baker, Assistant City Manager
Sujata Reuter, Chief Assistant City Attorney
Kenn Lee, Director of Finance
Ruth Shikada, Retired Annuitant
Mohammad Walizadeh, Outside Counsel

For Stadium Manager:

Jihad Beauchman
Jeff Fong
Francine Hughes
Peter Wilhelm
Charmaine Yu

1. Outstanding Arbitration Disputes