

**CIVIC CENTER COMMISSION
MEETING MINUTES
March 28, 2013**

Attendees:

CCC Members: Chairman Ed Pietrewicz, Commissioner Jim Knowlton, Vice-Chair Scott Najarian, Commissioner John Harrity & Commission John Budd

City: Heather Gould, Amanda Gregoire

SMG: Sandy Dunn, Jim Moughan, Julia Iorio

Minutes Prepared by: Paige Williamson, SMG

1. Call to Order:

Chairman Pietrewicz brought the meeting to order at 12:15pm.

2. Acceptance of Meeting Minutes – February 28, 2013

Chairman Pietrewicz would like to see in writing that with all the additions/repairs/change orders that are happening during the construction project but not directly related, will in no way effect the bottom line of the renovation project. Heather Gould stated that \$30 million is the total figure for the project and any of these changes will not be taking away from the bottom line but would have other funding mechanisms.

Commissioner Harrity motioned to accept the minutes of the February 28th, 2013 meeting; seconded by Vice-Chair Najarian. (5 yeas, 0 nays). *Motion passed.*

3. Rent Credit Request –2013 Central Mass Business Expo – Submitted by Worcester Regional Chamber of Commerce

Commissioner Harrity re-addressed the possibility of a “premiere” City booth location and signage for both the City of Worcester and the DCU Center during events that are granted rent free. Other inquiries brought to the table included what other “rented” spaces were booked under the umbrella of the Expo, and procedures regarding payments when an organization is granted rent free. Sandy Dunn stressed the importance of this particular event for the City offering full support as in past years.

Chairman Pietrewicz motioned to require any organization that receives rent free day(s) from the Commission, be provided with a “premiere” booth and signage locations for the City of Worcester and the DCU Center to display and market to attendees; Seconded by Commissioner Harrity. (5 yeas, 0 nays) *Motion passed.*

Commissioner Budd motioned to approve the rent free day, **October 2, 2013 (Event) & October 1, 2013 (Move-In)** for the **2013 Central Mass Business Expo**; Seconded by Vice-Chair Najarian. (5 yeas, 0 nays). *Motion passed.*

Chairman Pietrewicz further motioned to require organizations that request future rent free days, to have no outstanding financial obligations to the DCU Center facility from past event activities prior to being contracted for the date; Seconded by Commissioner Harrity. (5 yeas, 0 nays). *Motion passed.*

An updated summary of approved Rent Free Dates was provided to the Commission by SMG.

4. Major Projects

a. **Capital Projects – Heather Gould**

Equipment Room / HD – Vendor install has been completed. Training is scheduled to begin this week.

Airwall – DPW & Contractor are still in the stages of pricing discussions. Sandy inquired if there has been an order placed yet, as she has some concerns about the lead time necessary. Heather did not believe an order had been placed at this time but would follow up to ensure this did not become an issue.

Arena Wall Damage/Snow – Paul Moosey, Consigli, and Rick Trifero are assessing this area now and hope to move forward with this as an included change order though funding would be from a different source as noted above.

Ice Resurfacer – There was only one bid received from Zamboni. The amount was \$104,000.00 which is within budget and the City has made the recommendation to award.

b. **DCU Center Expansion & Refurbishment Project – Heather Gould**

i. **Sasaki Contract Amendment**

Heather notified the Commission that she will be providing at the next meeting, for their review, the Sasaki Contract Amendment #6, pertaining to the creation of the added graphic design costs to integrate the new spaces with the older areas, additional time provided by Sasaki to assist in the bid process for subs and overall construction management oversight. Chairman Pietrewicz requested an update on these designs for the Commissioners to review at the next meeting.

Heather also proposed a walk through with Consigli after the April 25th Commission meeting to view the renovation project to this point. Additional walk throughs would be scheduled during the balance of the project.

5. **SMG Reporting**

a. **Monthly Highlights – Sandy Dunn**

*Highlights – Common Oval Skating Rink over 50% of skaters rented skates
Potential Curling Tournament for the City in future years
Great press over the winter months with Gymnastics televised on NBC.*

*Vice-Chair Najarian suggested an enhancement or change to the new mobile phone app providing a listing of events rather than a calendar format which is cumbersome. Sandy thanked him for the suggestion and agreed that there are several changes that need to be reviewed which should occur over the summer. She requested that any other thoughts or concerns be forwarded as well. Commissioner Harrity inquired about how well the Globetrotters event went having recently heard advertising for the TD Garden Boston play. Sandy reported that the event did very well with higher attendance numbers than last year.

b. Sales Report – Jim Moughan

Highlights – April 11th will be the final vote regarding the **Democratic Convention** and whether our facility was awarded the bid. **Mass Emergency Management** event has booked in last minute for 500 people, with another two events planned for the early summer and fall.

c. Financial Statements – J.Iorio

General discussion of Financials – **January 2013**

Highlight – ArenaCross returned this year after several years off and had increased attendance figures compared to the last time it was scheduled.

Worcester Sharks numbers continue to be elevated as well

Sandy commented that the arena continues to trend poorly with year-end figures well behind budget. Three (3) full-time positions have recently become vacant, which will not be rehired until after construction to provide for some savings. Additional focus is being provided to the other largest expense for the facility - utilities, as well as a moratorium on spending for supplies, repairs, etc. unless they are essential. At this point, it also looks unlikely that the Sharks will go beyond the May 1st arena closing date which will save the operation relocation costs for these games.

6. New Business

Chairman Pietrewicz inquired again about any additional signage opportunities, especially in the construction zone targeted areas. Sandy thanked the Chairman for the reminder and stated that this concept is presently being reviewed for further potential & opportunity.

a. 2013 Meeting Schedule – April 25th, 2013

DCU Center Conference Room

Chairman Pietrewicz moved to adjourn the meeting; Seconded by Commissioner Budd.
(5 yeas, 0 nays) *Motion passed.*

Meeting Adjourned –12:45pm