

**CIVIC CENTER COMMISSION
MEETING MINUTES
January 22, 2015**

Attendees:

CCC Members: Chair Commissioner John Budd, Commissioner Jim Knowlton, Commissioner Lowell Alexander, & Commissioner John Harrity **Absent:** Commissioner John Brissette

City: John Odell & Candee Raphaelson

SMG: Sandy Dunn, Julia Iorio, & James Moughan

Minutes Prepared by: Paige Williamson, SMG

1. Call to Order:

Chairman Budd brought the meeting to order at 12:11pm. Sandy Dunn introduced the DCU Center's new director of Food & Beverage, Albert Fera, to the Commission members.

2. Acceptance of Meeting Minutes – December 18, 2014

Commissioner Alexander motioned to accept the minutes of the December 18, 2014 meeting; seconded by Commissioner Knowlton. (4 yeas, 0 nays). *Motion passed.*

3. Major Projects –

a. Expansion & Refurbishment Project – John Odell

This category will be edited on the February's meeting agenda, as this project has been completed.

An additional \$30 million in funding in district financing has been authorized by the State, but these monies will not become available until after the proposed hotels are built and are generating income. The City is taking another look at reviewing the numbers to see if any remaining funds are still available for use from the initial project. Going forward, SMG and the City will be working together to compile priority lists of what they would like to see included in the next future phase. Commissioner Budd inquired whether there would be a need to have Sasaki Associates brought back in. Mr. Odell stated that there was no intention to call back Sasaki at this point. When the City and SMG are prepared and ready to move forward, consultants will be requested.

b. Capital Projects – Lighting & Revolving Door

- 1) Lighting Project - One of the requirements for this project was for vendors to be *DECAM* certified. In reaching out to vendors who did not choose to submit a bid, this was one of the issues. At least one is in the process of certification and the City is hopeful that at least two will complete the process. The time frame for going back out to bid is February.
- 2) Revolving Door – The revolving door presently works, however, the concern is with the breakaway panels. It is under review whether the panels should be replaced or if the entire door should reconfigured. Once all information is available, a determination of how to proceed will be made.
- 3) Retail Space “Corner Melt” - The bid will be out on the street on January 28th. Bids will be due around March 1st. The contract process would last anywhere from two to six weeks. Therefore, estimated completion date to have a vendor under contract is July 2015. Commissioner Harrity voiced his concern about the selection process and how to secure reputable contractors to work within the

facility. Mr. Harrity also inquired whether the Commission would be able to review the submitted bids. Mr. Odell stated that the Commission would be able to review the bids and a vote will be required as well as a sign off by the Chairman. Any contractors bidding on the project will need to meet City criteria.

4. SMG Reporting

a. Monthly Highlights/Financial Statements – Sandy Dunn & Julia Iorio
(As Outlined in Attached Report – November Financials)

The budget is in process, but slightly delayed, due to the impending hockey announcement and adjustments that will need to be reflected. There has been continued savings on indirect expenses and vacant employee positions for the first ½ of the year.

Sandy Dunn informed the Commission that SMG has provided for an upgraded computer server for the venue, which has been delivered, installed, and is currently operating.

Sandy Dunn addressed the media report regarding the Worcester Sharks leaving and relocating to the West Coast. This information is still speculative, however, the AHL Board of Governor's Meeting is set for January 28th, 2015 when a vote will be taken regarding the move. Based on information from various sources, it is anticipated that the vote will pass. The Worcester Sharks have a tentative press conference scheduled for San Jose on January 29th. Ms. Dunn further stated that she has been in active discussions with the AHL and the ECHL about potential future teams. In addition, at least 2 potential ECHL ownership groups have been identified. In the AHL, there is little opportunity at this time with the number of teams looking toward the western division. There have also been discussions on a possible indoor lacrosse league. Providence is also pursuing an indoor soccer league which could result in an opportunity for Worcester as well. Historically, hockey attendance has been low. Ms. Dunn stated that if there is no movement over the next month, it is unlikely that a team will be in place for the upcoming season.

Ms. Dunn explained that even with a departure of the Sharks, other events are now booked in the arena due to date availability. Cheerleading and trade show events are also looking to potentially expand into the arena. The calendar for next year looks very promising. The Junior Sharks have expressed concern with losing ice rental time. Sandy intends to meet with them to discuss what the options might be. Also, Sandy is reviewing the feasibility to continue with the high school ice hockey games. Next season there are changes in the annual calendar moving Disney on Ice to the Fall and the Circus to the Spring.

Chairman Budd inquired whether solar panels were still under consideration. Mr. Odell responded that concept was reviewed and due to the structure of the facility it was not advisable to proceed. He continues to monitor improvements in the systems and expects that it can be reconsidered in the future as designs change.

Sandy Dunn announced that the DCU Center was ranked #9 in the US for the past calendar year for arenas sized 10,000 – 15,000 seats by trade magazine, "Venues Today".

SMG internal operations auditor visited the facility in December. The report was enclosed with the monthly highlights. Additionally, our new Food and Beverage Director will be focusing on concession sales improvements in the near term to drive per cap sales.

b. Sales Report – Jim Moughan

The Sales Department highlighted the following events:

Bi-Annual New England Bike/Walk Summit - (September 2015)

Tattoo Festival – (Summer 2015) Originally a Boston event moving to Worcester during Labor Day Weekend.

Comic Con – (June 2015) Looking to expand to the Arena in the second and third year. Large use of hotel space.

The Gathering – Flexible on the spaces available within the facility. Potential for 3-4 of these per month.

The Common Oval – The Oval continues to outpace last year. The number of skate admissions, skate rentals and private rentals have all increased.

Motley Crue / Alice Cooper Concert announced for August 15th, 2015.

c. Unveiling of the Worcester Civic Center Commission Plaque – Sandy Dunn

6. Next Meeting

a. 2015 Meeting Schedule – Thursday, February 26, 2015 / 12pm

DCU Center Conference Room

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

**If parking becomes available on the interior of the building on a meeting day, an email will be sent notifying Commission members the morning of the meeting.*

Meeting Adjourned – 1:00pm