

**CIVIC CENTER COMMISSION
MEETING MINUTES
January 24, 2013**

Attendees:

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

City: Paul Moosey, Heather Gould, Amanda Gregoire

SMG: Sandy Dunn, Jim Moughan, Julia Iorio

Guest: Craig Olson, Citizen Advisory Council

Minutes Prepared by: Paige Williamson, SMG

1. Call to Order:

Chairman Pietrewicz brought the meeting to order at 12:17pm.

2. Acceptance of Meeting Minutes – November 29, 2012

Chairman Pietrewicz noted a correction to the minutes from November 29th, Section #4 Major Projects, DCU Center Expansion & Refurbishment Project, i. Pre-Bid Packages, written as “11/29/13” but should be corrected to state “11/29/12”.

With correction, Commissioner Budd motioned to accept the minutes of 11/29/12; seconded by Commissioner Harrity. (5 yeas, 0 nays). *Motion passed.*

3. Rent Credit Request – MIAA Hockey – March 14, 2013

Discussion ensued regarding MIAA events as a whole, with several opinions being brought to the table. Commissioner Harrity curious as to why the MIAA is not able to continually pay rent of the venue based on their financial standings, Chairman Pietrewicz offered that his opinion has always been for that “rent free approval” was for the betterment of the City and SMG, along with being good events for the kids, but to approve multiple days to one organization continually was very concerning, Commissioner Najarian shared that he felt MIAA events were fantastic to have and continually bring visitors to the City, and Sandy Dunn confirmed that Food & Beverage revenue made from these events is a significant contribution along with the explanation that the MIAA pays for all of the labor & expenses associated. Julia Iorio, Director of Finance, offered previous years financial figures to the Commission. Commissioner Pietrewicz suggested that going forward, with the understanding that some applications are time sensitive, that the full financial packets be submitted to the City, in advance, with the rent free application, so that it can be properly reviewed by the Commissioners at the time of each monthly meeting. Commissioner Najarian also pointed out that no organization, to the best of his knowledge, has ever been turned away, because rent free days had been exhausted during a particular year. Lastly, Sandy Dunn offered a reminder that past Commissioners had actually requested of the MIAA to bring more of their products to Worcester in the hopes that in doing so, would develop into a greater number of higher caliber sporting events to the facility.

Commissioner Budd motioned to approve the rent free day for MIAA Hockey, March 14, 2013; Seconded by Commissioner Knowlton. (5 yeas, 0 nays). *Motion passed.*

An updated summary of approved Rent Free Dates was provided to the Commission by SMG, along with an additional note that the MIAA Gymnastics has again partnered with USA

Gymnastics to bring their one evening event to the facility in conjunction with the American Cup / Nastia Lukin Cup Events requiring no application for rent free review.

4. Major Projects

a. Capital Projects – Heather Gould

Scoreboard Upgrades – Upgrade & Training completed. The second component, HD Equipment Room, is in the final stage now, and is between two bidders for the job that are similar in pricing.

Ballroom Lighting – Recent major failure, \$17,000 repair cost and Rick Trifone is handling and hoping to have in process within a 48 hour period.

Air Wall Replacement – Paul Moosey is in preliminary discussions with attempting to roll this project under the Consigli contract. Large spread in cost range and is estimated between \$200-400,000, but a critical function of the facility.

Heather stated that as soon as the Fiscal Year 2014 budget has been approved, funds would be available. She also requested that SMG provide a list of capital items and submit to the City by next meeting.

b. DCU Center Expansion & Refurbishment Project – Paul Moosey

i. Construction Timeline – Approximately, one month behind of where expected to be, but still continuing to meet with subs and are very happy with Consigli to this point. This delay will in no way impact the completion date. Over the next couple of weeks, expect to see work beginning on the interior suites and the arrival of steel on the exterior. Commissioner Harrity inquired what Consigli's total contract figure came to be, confirmed as \$20.4 million contract, with the total Capital FY 2014 Budget at \$23K, with moving forward on the full scope of work.

5. SMG Reporting

a. Monthly Highlights – Sandy Dunn

Highlights included the Worcester Sharks announcing their three year extension and the return of Arenacross, after a nine year hiatus, did extremely well in the area hotels and great media exposure for the facility.

b. Sales Report – Jim Moughan

Highlights include the Basketball Hall of Fame Dinner, which may need to increase their space with 1500 attendees expected, a large scale India based event, Navika, happening over Labor Day Weekend involving Destination Worcester, and the University of Phoenix Graduation ceremony to be held in the Exhibit Hall this year with expected attendance at 5,000+, but plan to move to the Arena for next year with attendances expecting to be around 7,000+. A press article will run this weekend highlighting an indoor running/cross fit event in Hartford, CT, which is looking at Worcester potentially for their next location.

c. Financial Statements – J.Iorio

General discussions of Financials – October / November 2012.
Highlight – Attendance figures for the Sharks are higher.

Sandy informed the Commission that our Director of Advertising / Sponsorship Sales,

Adam Ralston has returned to his former employer, WAAF as now Marketing Director after a year with the DCU Center. There are luxury box seats vacant at this time and are difficult to sell due to the anticipated closure of the facility for five months over the summer. Any referrals of interested parties are greatly appreciated and should be directed to Sandy Dunn or Jim Moughan. \$4,500 per seat, per year and sold at a minimum of 2 seats per lease.

d. SMG Contracts

City Law Department has reviewed the section of the management agreement language, as it pertains to SMG entering into agreements that go beyond their current management agreement with the City. Agreements effected by this language include union labor, cable, Kone (maintenance), suite & advertising, etc. with some exclusions, including, Facility Merchandising, Ticketmaster and the Worcester Sharks Agreement. Recommended language was presented to the Commission and would require a vote of approval. The Commission tabled the recommendation, will review, and vote at the February meeting.

Commissioner Harrity inquired about the facility's progress with Charter. Sandy Dunn explained that the facility is well down the path of a five year Charter agreement at this point and had investigated options of FIOS, and others presented by the City, but because the service needs to have a hotel style log in and accounting system for guest use while in the facility, no other offered this particular component service.

Chairman Pietrewicz commented on the wonderful Ground Breaking Ceremony and Press Conference that was held at the Box Office Lobby this past week and offered congratulations on a job well done by SMG/DCU Center Staff, SAVOR Catering, Heather Gould & Colleen Bamford from the City Manager's Office.

6. New Business

a. 2013 Meeting Schedule - February 28, 2013

b. Citizen Advisory Council – Craig Olson

Craig Olson of the Citizen Advisory Council presented each Commissioner with a "Boards & Commissions Survey" to complete and return in a proactive effort to aid the City with recruitment of future board member appointments.

DCU Center Conference Room

Comissioner _____ moved to adjourn the meeting; Seconded by _____
(5 yeas, 0 nays) *Motion passed.*

Meeting Adjourned – 1:08pm