

**CIVIC CENTER COMMISSION  
MEETING MINUTES  
March 29, 2012**

**Attendees:**

**CCC Members:** Chairman Fran Paquette, Commissioner Joe Capone, Commissioner Scott Najarian, Commissioner Ed Pietrewicz & Commissioner John Budd

**City:** Heather Gould, Amanda Gregoire

**SMG:** Sandy Dunn, James Moughan, & Julia Iorio

**Guests:** Jim Knowlton (Commissioner Appointee) & Don Birch, Chief Operating Officer – Leggat McCall Properties

**Minutes Prepared by:** Paige Williamson, SMG

**1. Call to Order:**

Chairman Paquette brought the meeting to order at 12:19pm. Chairman Paquette wished to extend the Commission's deepest condolences to Sandy Dunn on the recent loss of her mother, Martha MacMillan.

**2. Acceptance of the Meeting Minutes – February 23<sup>rd</sup>, 2012**

Commissioner Najarian motioned to accept the meeting minutes of February 23<sup>rd</sup>, 2012; seconded by Commissioner Capone. (5 yeas, 0 nays) *Motion passed.*

**3. Rent Credit Request – N/A**

**4. Major Projects**

a. ***City Square Update/Presentation Highlights*** - Don Birch, Chief Operating Officer for Leggat McCall Properties provided a power point presentation on the City Square Project and the progress that has been made to date including demolition of mall, diagram of new streets (Eaton, Merchantile, & Trumble) the Unum Office Tower, Berkeley owned properties, the recently purchased church property (hotel site potential), and future development sites.

Commissioner Pietrewicz excused himself from the meeting early due to another commitment.

Much reinforcement was done prior to the demolition process to the other remaining property structures. The truck tunnel will still be operational as a load in entrance for all properties and is owned by Berkeley. The future phase that includes an underground garage will have approximately 550 spaces and is to be built with public monies. Unum controls the current parking facility and has leased a portion to St. Vincent's for the Cancer facility. They could be approached regarding after hours and weekend parking options. Berkeley has plans to incorporate retail store space along their facade. In discussing the Commission and SMG concerns regarding the reduction in parking in the area to service the facility needs, Heather Gould mentioned another theater district parking initiative being driven by the WBDC.

Don Birch stated that it is projected to have road completion by the end of this year 2012. Unum Provident completed by the first of 2013 and the St. Vincent Cancer Center in Spring of 2013.

Sandy Dunn commented that semi-tractor trailer parking was of extreme importance to the DCU Center and has been for many years. Any possibility of utilizing the future development site lot(s) for the short term would be of huge assistance to the venue along with the possibility of parking semi's in the undeveloped underground parking parcel would be of interest. Day time parking continues to be a challenge for the facility when large conventions are taking place.

Commissioner Capone commented that the City Square project, as in all projects, has good and bad points but overall it will definitely be good for the City.

**b. DCU Center Master Plan Update – Heather Gould**

Heather addressed Commissioner Pietrewicz's inquiry from last meeting with regard to updated figures for the carpet (\$409,000) and the marquee (\$135,000) and all documents will reflect the change.

***Arena Expansion*** - Design development is proceeding and Sasaki has updated the project figure to \$17.5 million after pinpointing a number of cost saving options; the selection of Option #2 for the Chiller plant (roof of swing hall), reuse of existing entry lobby structural steel roof framing & columns, exploring the elimination of artist stair and tunnel from box office to event level and reusing existing stairs.

Additional options in discussion include, resulting in both decreased and increased spending, include reducing the size of emergency generator, reducing the allowance for marquee sign, reduction of landscaping along Major Taylor side of building, deletion of recoiling grills at lobby, downgrade of elevator to a basic cab upgrade, box office mezzanine deleted except for slab, addition of suite toilets, third party HVAC package, and a new fire alarm system (required by code). The floor, painting, lighting, and graphics of existing concourse are now included in the scope.

In addition, a plan to have the arena go dark for a five month period while undergoing construction to completion may result in significant cost savings benefits even though there will be a loss of revenue to the facility. This will also minimize the challenges in remaining open with the facility under construction. SMG, the City Manager and Sasaki are all on board with this option. Sasaki is finalizing the amount of savings with this approach. The impact has been discussed with the Sharks – particularly if they were to be in the playoffs. There will be a plan developed to move them off-site if this were to happen.

***Construction Manager at Risk Update*** – Ten proposals were received and reviewed by DPW, Sasaki, and Heather Gould. Of these, seven were shortlisted and invited to bid for the RFP. The goal is to have a selected candidate by mid-late April.

**5. SMG Reporting -**

***Highlights March 2012*** – Jim Moughan highlighted the New England Associated Press Conference in September, DayGlow Concert returning to the Exhibition Hall, and a proposal to PCB Design East, computer design company looking to return to Worcester for their Northeast since the Sept 11<sup>th</sup> attacks, and the recent Mass State Police Graduation Ceremony had the largest graduating class to date.

Additional highlights reported by Sandy Dunn included the hiring of a new Advertising/Sales Manager-Adam Ralston, "Worcester, the City that Reads" - Give a Book Drive, the return of Phish for two performances in June, the explosion of Electronic Dance Music events, CVB/Destination Worcester collaboration of the QR Code Welcome Wagon, Worcester now holding the title for hosting the most NCAA East Regional Hockey tournaments, and the return of Brew Woo. Lastly, significant repairs were completed to the two arena Zambonis, who are celebrating their 30th year at the facility. Replacements are highly recommended in the near future.

***Highlights February 2012*** – This report was deferred from last meeting. Sandy Dunn highlighted Fed Cup Tournament, Harlem Globetrotter Ambassador, Savor Catering's Bridal Expo Candy Presentation, Concourse Showcase Signage with newly added Advertisers, "No Snow" Cost Savings, and Bank Transition from Bank of America to Commerce.

*Financials January 2012* – Julia Iorio reporting that by end of June, numbers will be showing better than budget. The Worcester Sharks also had a great month of March with a 20% increase in attendance.

Commissioner Capone motioned to positively acknowledge Julia Iorio for her financial reporting. Chairman Paquette seconded the motion. (4 yeas, 0 nays). *Motion passed.*

## **6. New Business – New Commissioner Appointment**

**Welcome Jim Knowlton!** New Commissioner as of 4/1/12, appointment date March 13, 2012. Heather to coordinate an orientation meeting with Fran, Sandy, and herself to familiarize Jim with the facility and role of the Civic Center Commission.

## **7. Dates and Time of Subsequent Meetings**

*April 27<sup>th</sup> and May 24<sup>th</sup>, 2012*  
*DCU Center Conference Room - 12 Noon*

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

*Meeting Adjourned – 1:48pm*