

## Civic Center Commission

### Meeting Minutes

1/27/2022

#### Attendees

**CCC Members Present:** Chairman John Brissette, Commissioner Knowlton, Commissioner Penelope Herideen, and Commissioner Tony Economou

**Not Present:** Commissioner Lowell Alexander

**City:** Julie Lynch and Luis Castillo

**ASM Global (SMG):** Sandy Dunn, Jim Moughan and Melissa Bishop

**Massachusetts Democratic Party:** Veronica Rodriguez and Gus Bickford

Before the meeting was called order, Chairman John Brissette requested to accept last meetings' minutes and taken item number 5 out of order so Veronica Rodriguez and Gus Bickford, from the Massachusetts Democratic Party (MDP), can move on with her day. Motion to accept meeting minutes at 9:07am.

Julie Lynch proceeds with roll call.

#### **5. Massachusetts Democratic Party**

Chairman Brissette asks Sandy Dunn to explain the request from the MDP. Sandy Dunn explains that the application from the MDP is a request for 3 day use of the Arena and the exhibit hall for the Massachusetts Democratic Convention. They also request the 3<sup>rd</sup> floor of the convention hall. The request to summarize is for 6 tax-free days, 3 at the Arena and 3 at the exhibit hall. Since 1982 the City has provided the venue rent-free for the Massachusetts Democratic Convention. Sandy mentions that rent-free refers to the profit only and the MDP will be picking up operational expenses to run the event.

Sandy then gave the floor to Gus Bickford and Veronica Rodriguez from the MDP for additional details regarding the media attention and economic impact the event provides the City.

John Brissette moves forward with a motion to accept the application for 3 at the Arena and 3 at the exhibit hall, for the use of the Democratic Convention from June 2<sup>nd</sup>-4<sup>th</sup>, but obtained himself from voting since he is member of the Massachusetts Democratic State Committee. Commissioner Economou makes a motion to approve, Commissioner Herideen seconds. Motion is **approved**.

#### **Ballroom Chairs**

Chairman Brissette reverts back to the agenda and asks Julie a question regarding the funding source for the ballroom chairs. Julie mentioned that in previous meetings the funding for the ballroom chairs wasn't clear. Julie stated she reaching out to the Architect, Populous, as she is

reworking the contract. Julie recommended we use the \$20 million of deferred maintenance to cover the costs of the ballroom chairs. Tony Economou motions to move to forward with an RFP proposal for the ballroom chairs; Chairman Brissette seconds. No one opposed.

### **3. Project Status Update:**

#### **a. Vault – Status Update**

Julie mentioned DCU Vault project is still underway. The exterior work has not been completed due to a series of weather issues and coordinating around DCU events. However, the schedule developed in January is still being adhered to. Mid-stream National Grid requested additional upgrade to the Vault that are currently in the design phase. The project is scheduled to be completed in the spring but no exact date has been determined. Chairman Brissette asks Sandy if it's going to affect any of the events DCU/ASM has planned for the next 6 months. Sandy doesn't anticipate events being affected but she was concerned about the dollar costs related to the upgrades National Grid is requesting. Julie mentioned the request was due to new buildings codes that were triggered as construction continued. National Grid is acting for a safer space for their employees and are requesting second form of egress in the form of a manhole. Julie continued that the additional work requested by National Grid approximates \$40,000.00 which will be paid by ARPA funds.

#### **b. Telephone and Cabling Security Cameras**

Julie is still holding on a spring completion timeframe.

#### **c. Phase II Projects**

Julie mentioned that she will escalate this request and reach out to ASM Global for assistance on getting this completed and prioritized.

#### **Controls Upgrade for HVAC and Lighting**

Julie believes this is 100% complete and will follow-up on this.

#### **Populous Architects**

Populous contract between the City had some issues for several months. Julie discovered talking with Populous that creating cost estimates thru construction for a Project without a Scope of Work of Design Path is impossible from the architect's perspective. As a workaround Julie is setting up their contract only through the schematic design. As the project proceeds, Julie will amend the contract to include design scope and construction administration at the direction of the commission and ASM.

Refrigerator and Freezer repair contract is being prepared by the law department. 3-4 lead time on parts with 1 week at most of work.

Mini-splits contract is also being prepared by the law department. 80% of the parts are available and 20% will be need to be ordered with potential lead times. Julie anticipates completion of the mini-splits by the end of April at the latest.

#### **4. ASM Global Reporting**

Sandy Dunn was asked next for highlights from ASM Global.

##### **a. Monthly Highlights/Financial Statements**

Sandy highlighted the great event the Harlem Global Trotters had on New Year's Day. Not only did they excite the fans with their play during their game, they also reached out to the community in Worcester as part of their nationwide "Great Assist" initiative.

ASM Global appointed Jessica Ragsdale as VP of Diversity, Equity and Inclusion in corporate office.

Iron Maiden is slated to have their only 2022 New England concert at the DCU which is trending well in social media.

The Worcester Oval has created a lot of media buzz and through the end of 2021 the Oval was up 48%. Also, the City Manager negotiated a contract extension with the between the City and ASM Global surrounding the oval; and now all operating costs will be covered by ASM Global moving forward. Sandy mentioned that they will be looking for partnerships to invest in other activities around the ice rink for those who don't want to skate.

##### **b. Financial**

ASM's Melissa Bishop summarized ASM Global's financial statement. For the month of November, ASM was \$75,000 over budget largely due to three additional events that weren't budgeted. Year to date, they are trending \$500,000 under budget. Good news trending is ASM are up in events and up in attendance.

##### **c. Operations**

Sandy mentioned that ASM Global created a national partnership with Honeywell, which the City also has a contract with. Food and Beverage is in the process of installing a point of sale system for mobile purchasing. Also, the TransSiberian Orchestra numbers were up; concession sales increased by 33% and attendance was up nearly 10%.

##### **d. Sales**

J. Moughan provided an update on the status of the Worcester hotels. For the most recent reporting period ending November 2022, Worcester had the second highest occupancy rate in the state at 70.4%. Evidence shows that Worcester is resurging as a desirable location for travelers and visitors.

#### **7. Adjourn**

Chairperson Brissette asked if anyone has any question before the meetings adjourns. No responses. Chairperson Brissette calls for a motion to adjourn at 9:48am, to February 24<sup>th</sup> at 9am. Motion was seconded and accepted.