

**CIVIC CENTER COMMISSION
MEETING MINUTES
October 27, 2016**

Attendees:

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

City: John Odell, Tom Zidelis, Brian Schwartz, Candee Raphaelson

SMG: Sandy Dunn, Julia Iorio, Jim Moughan

Guests: Matt Hunt, Clifton-Larson-Allen, LLC and Nick Kostopolus, Telegram & Gazette
Chris Philbin – V.P. of Government & Community Relations, UMass Memorial Healthcare, Inc.

Minutes Prepared by: Paige Williamson, SMG

1. Call to Order:

Chairman Budd brought the meeting to order at 12:25pm.

2. Acceptance of the Meeting Minutes – September 23, 2016

Chairman Budd motioned to accept the meeting minutes from September 23, 2016; Seconded by Commissioner Alexander. (4 yeas, 0 nays) *Motion passed.*

3. Rent Waiver Request – UMass Memorial Healthcare, Inc. – December 11, 2016

Chris Philbin, Vice President of Government & Community Relations at UMass Memorial Healthcare, Inc. spoke in support of their annual event entitled, MA Department of Children and Families Central Region Holiday Party. The event is typically held at Anna Maria College, but has since overgrown that space. Sandy Dunn stated that SMG supported this event last year with donations of food & beverage and would like to continue to contribute to the cause, possibly adding staff labor, to keep the expense of the event to minimal. Chairman Budd recused himself from voting on this request due to the fact that he is a board member at UMass, which could be considered a conflict.

Commissioner Harrity moved to approve the rent free request for UMass Memorial Healthcare, Inc.'s Holiday Party on December 11, 2016; seconded by Commissioner Alexander. (3 yeas; 0 nays) *Motion Passed.*

4. DCU Audit – Clifton, Larson, Allen LLP

Matt Hunt of Clifton, Larson, Allen LLP, provided the Fiscal Year 2016 Audit report to the Commission Board. This was the fifth audit conducted by CLA LLP of the DCU Center facilities. The audit presentation included a Summary of Engagement, Financial Statement Summary and Management Letter Summary. Mr. Hunt stated that overall, the audit was clean and that the Center had a very good year with only notations made regarding W9 correction efforts currently in progress.

5. Flooding – Status Update – SMG and City

Sandy Dunn provided an update via email to all of the Commissioners on Monday morning, October 24, 2016 with regard to the flooding situation that had affected the DCU Center facility on Friday evening, October 21, 2016. Clean up extended through the weekend and a flood related power outage occurred on Sunday, October 23, 2016. The Home Show was closed 30 minutes earlier than expected on Friday, which allowed vendors to remove their equipment from the exhibit hall floor area. The water entered the building causing flooding of the convention center floor and the arena floor. Additional staffing were called in at 10pm to assist with the situation as there were four scheduled events to be held on Saturday: the reopening of the Home Show, two events at 8 AM on the 3rd floor of the Convention Center, and Holy Cross Hockey (which included early morning and afternoon skates). A third party was called in, Baystate Restore, to assist with the cleanup of the locker room areas in the arena to ensure the game was not lost. SMG staff focused on water removal in the gallery for the early morning convention center events then the Home Show, which re-opened only 1 hour late at 12 noon. John Odell conducted a walk through

with Sandy Dunn on Saturday morning and stated how impressed he was at the amount of work that was accomplished overnight to open. Photographs were taken of the damages, and a recap of estimates are currently being worked on with the expectation of a full report for the November meeting. Sandy further stated that National Grid also pumped out the underground vault area (sump pumps installed 7 years ago were overwhelmed), however, on Sunday evening, the transformers both failed. Due to the size of the repair, power was lost for a 24 hour period in the Convention Center. John Odell added that the City is investigating the costs and responsibilities of National Grid vs. the City for the power loss. John Odell reported that there is flood insurance coverage but it has a \$25k deductible and a \$500,000 cap.

Sandy Dunn continued to report that the escalators are down and will require significant repairs necessitating facility downtime (work cannot be completed with events in the facility.) Carpeting and flooring should be the majority of other damage expenses. Managerial staff was able to keep the water out of the electrical room, which could have been a tremendous issue. Additionally, no damage was caused to the ice floor or to the basketball flooring. Mr. Odell expressed that this weather event was very atypical and had simply overwhelmed the system. Commissioner Harrity inquired about any loss of perishable items while without power. Ms. Dunn responded that Food & Beverage was able to transfer all perishable items to the lower-level units of the arena where power was still in place in order not to lose any product.

Commissioner Harrity moved to express, on behalf of the Commission, a sincere congratulations and thank you to SMG and the City of Worcester staff for their outstanding work. This included keeping the Commission up to date, keeping the DCU Center doors open for events that were scheduled to take place, and preventing any greater loss in the unexpected storm; seconded by Commissioner Alexander. (4 yeas, 0 nays) *Motion passed.*

6. Phase 2 – Designer Status Update

A contract with populous Architects has been negotiated for the master plan for Phase 2 renovations. The expected cost is \$745,000.00 and should be under contract by November 15th. At the November meeting the Commission will be asked for approval. Chairman Budd asked for a reminder as to how much has been designated for Phase 2. John Odell replied that there is approximately \$25 million designated for this phase, with the specific allocations TBD through the master plan review.

7. Executive Session – DCU Chiller Litigation Update

Chairman Budd motioned to adjourn to Executive Session to discuss DCU Chiller Litigation and that the meeting would reconvene after Executive Session.

Roll Call Vote – Chairman Budd, Yea; Vice Chair Knowlton, Yea; Commissioner Harrity, Yea; & Commissioner Alexander, Yea. (4 Yeas, 0 Nays) *Motion Passed.*

General Session Reconvened at 1:02pm by Chairman Budd

8. Major Projects - John Odell

a. Capital Projects – Status Updates

- i.* **Windows** – Had been a challenging item with finding specialty tempered glass. The bids are due by November 10th.
- ii.* **Lighting** – Photos were distributed of what the exterior lighting now looks like when fully illuminated. Sandy Dunn stated that these lights will be lit until 2am nightly. The lighting does not have color capability. National Grid will begin installing monitoring devices to confirm power savings on October 31st and expects the assessment to be completed by November 14th. 3-yr financing costs for this project will be offset by the electricity savings and over three years making it revenue neutral. The City is very pleased with this project as it will save several hundred thousand dollars in electricity charges after the initial three years.

- iii.* **WIFI**– Presidio has just received their approval for the WIFI project and the process is underway through the city budget purchasing office to schedule out the master plan. Chairman Budd inquired as to the cost for this project, which Mr. Odell responded that \$1.5 million is the current budget but that this may need to be modified based on a complete assessment of options. The assessment is expected to begin in early November.
- iv.* **Scoreboard** – Preliminary design has been received. The hockey team reviewed and requested several modifications. The specs are being revised and are anticipated by November 1st.
- v.* **Fire Alarm & Vertical Lift** – Completion is expected the week of November 7th. Also, the portable/vertical lift is expected to be delivered November 8th.
- vi.* **FY17 Budget** – Budget item information included in the meeting packet for review. Continuing to work in conjunction with SMG on processing of bid proposals.

9. SMG Reporting Sandy Dunn / Julia Iorio / Jim Moughan (*detail included in monthly packet*)

a. Monthly Highlights / Financial Statements

July / August financials were summarized, highlighting the Sting/Peter Gabriel Concert and the WWE Wrestling Event. Both were very successful and helped put the facility over budget to start out the year.

b. Sales Report

Occupancy rates were significantly up for the month. This was helped by some new events - Gary Johnson / Bill Weld 2016 Rally (last minute booking) and Griffin Greenhouse, which had pulled out of the City of Springfield; and the Tattoo Festival over Labor Day Weekend looking to make an annual event. Holy Cross has signed for an additional year for their graduation ceremony.

10. Adjournment

Chairman Budd motioned to adjourn; seconded by Commissioner Knowlton.
(4 yeas, 0 nays) Motion passed.

Meeting Adjourned at 1:15pm

November Meeting: Thursday, 11/17/16, 12:00 Lunch, 12:30 Meeting – DCU Center Conference Room