

CIVIC CENTER COMMISSION

Date: Thursday, May 26, 2022 at 9:00am
DCU Center, 50 Foster Street, Worcester, MA
2nd Floor conference room
and virtually via Webex

MEETING MINUTES

Attendees

Civic Center Commissioners Present

Lowell Alexander, Dist. 2 Commissioner Knowlton, Dist. 3, Commissioner Herideen, Dist. 5, and Commissioner Economou, Dist. 1

Civic Center Commissioner Absent

Chairman Brissette

City Staff

Julie Lynch and Luis Castillo

ASM Global (SMG):

Sandy Dunn, Jim Moughan, and Melissa Bishop

*Commissioner Jim Knowlton filled in for Chairman Brissette in his absence for this meeting.

1. Call to Order

Commissioner Knowlton called the meeting to order at 9:01am.

2. Acceptance of February Meeting Minutes

Commissioner Knowlton requested a motion to accept April 28th, 2022 Meeting Minutes. Motion was accepted.

3. Project Status Updates – City of Worcester

- a. Vault Electrical upgrade is coordinating with ASM Global's schedule for a June completion date. Reaching out to NGrid to confirm if second form of egress is needed since sprinklers will be installed in vault and hopeful to get an answer by the end of the week.
- b. Telephone and camera upgrades are still facing supply chain issues with network switch deliveries delayed until October 2022. However, a switch was found that can be used to activate all installed cameras in the building. ASM is going through a network update to make this a possibility. The City is providing switches for temporary use, a change order for this work is pending in order to expedite the installation of the telephones. The system will transfer to the new switches in fall 2022, pending receipt of materials.
- c. ASM and the City are working with Shev to determine fabrics and metal selections for final decision on ballroom chairs. 8-10 week lead time.
- d. Controls upgrade for HVAC will be finalized once the new network switches are installed.

- e. Mini split at the Glazy Susan is in the punch list stage.
- f. Phase II work with Populous and Arcadis is underway. Populous is working on a masterplan, focusing safety and limited visitor experience projects this year and prioritizing projects for next year.

4. AMS Global Reporting

a. Monthly Highlights/Financial Statements

Ms. Dunn followed with a monthly update, highlighting May events such as the Jurassic Quest, Godsmack concert, and university graduations. Worcester Wares reactivated their store front at the DCU Center. ASM and DCU began offering access to the Railyard VIP Club before and during arena events for a nominal charge. The Railyard VIP Club will allow early entrance to the facilities, private bar and restroom. Ms. Dunn then highlighted upcoming events and social media activity.

Ms. Bishop provided a financial statement and reported that through March 2022. Total net income for March at the DCU Center was approximately \$474.119 over budget. Year to date, the Convention Center is \$804,401.00 ahead of budget.

b. Sales Report

Mr. Moughan reviewed the sales report, sales initiatives, and highlighted last month's progress for sales and events at the Convention Center.

5. Adjourn

Commissioner Knowlton motioned to adjourn. Motion was accepted at 9:32am.

Next meeting: Thursday, June 23, 2022 at 9am