

Meeting Minutes
Saginaw County Building Authority
Thursday July 11, 2024
County of Saginaw Courthouse – Boardroom 200
111 S. Michigan Avenue, Saginaw, MI 48602

Present: Mary Catherine Hannah, Tim Novak, Leon Turnwald, AnnMarie Batkoski, Bill Smith
Absent:
Others: Sam Struble (Spence), Jake Golden (Spence), Kevin Murphy (The Dow Event Center),
Jaime Ceja (Administrator’s Office), Kelly Suppes (Purchasing/Risk Management), Tony
DePelsMaeker (Maintenance)

- I. **CALL TO ORDER:** Chair Hannah called the meeting to order at 10:29AM
- II. **PUBLIC COMMENT:** None
- III. **APPROVAL OF MEETING MINUTES OF JUNE 6, 2024:** Member Turnwald made a motion to approve the meeting minutes of June 6, 2024 with the change of Name on Agenda Line IX.. Member Novak supported. Motion passed (5-0).
- IV. **OPEN ISSUES:**
- V. **THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: SAM STRUBLE, PROJECT MANAGER, SPENCE BROTHERS:**
 1. **Parking Deck Signage** – The quote from Sign Image came in at about \$43,000. Met with Barrett Sign and they gave a rough estimate of \$20,000. Waiting on a sketch from Barrett and a written quote.
- VI. **MEMORIAL CUP 2024: SAM STRUBLE, PROJECT MANAGER, SPENCE BROTHERS:**
 1. **Potential Change Orders**
 - a. **PCO#083 – Build out of demo’d PA Area** – Removed old PA system and installed lighting. **Cost \$4,273.08**
 - b. **PCO#084 – BP#2 GT Contract Reconciliation** – The difference between bid price and actual time and material. **Cost (\$85,092.90)**
 - c. **PCO#085 – Mobile Locker Room Final** – Difference between bid price and actual time and material. Saginaw County will need to look at preventative maintenance, Spence can work with Kibbe to come up with a PM plan. Concerns are water and heat in the winter. Kevin stated that the fire marshal also pointed out a second door is necessary. Cost \$76,577.56 Sam stated that the final credit will come out to \$4,242.26.

Member Batkoski made a motion to approve PCO#083, PCO#084, and PCO#085. Member Novak supported. Motion passed (5-0).

 2. **Other:**
 - a. **Elevator** – Representative O’Neil called last week to advise that the Dow Event Center Elevator cost is covered up to \$1.6M. We had already asked the board to approve additional monies (\$750,000 in millage monies) to cover the elevators, however if the Building Authority agrees those monies can go towards the theater updates. Sam stated that there is also a reimbursable allowance to still be accounted for, it is roughly \$100,000.
 - b. **Memorial Cup** - Member Smith asked if there is work that needs to be “undone” at this time. Sam stated that the loge tables will stay and what Kevin wants to do with the suite partitions will need to be looked at. Kevin stated that he is trying to figure out how to sell the suites. Chair Hannah stated that the accordion doors should be replaced by something sturdier.

- c. **Parking Structure Stairwells** – Member Novak asked if these are still being worked on. Kevin stated that this will fall under capital improvements, but he does have them being cleaned and weather proofing touchup underway.

VII. THE DOW EVENT CENTER: KEVIN MURPHY, GENERAL MANAGER, THE DOW EVENT CENTER

- 1. **Monthly Recap** – The Jehovah’s Witness held their annual convention and while there they cleaned windows and did some other projects around the event center; this helps supplement their rental fee. The amphitheater events have had good weather, if inclement weather strikes we would move to the Red Room. Outdoor movies start tomorrow. On July 24 the Sprit will be hosting a half season ticket opener championship game watch party. They are expecting 2,000 people. Reminder that the Jolt CU capacity is 3,500 with lawn chairs.
- 2. **Memorial Cup** – Wrapping up invoices and closing everything out now. Next week final sales recap to come from Dow to the Administrator. Will also present to the August Board Committee. Monthly financial reports to start coming in August. Member Batkoski asked if we could get the cup at a Building Authority meeting? Kevin stated he would speak to Craig.
- 3. **Capital Requests/2025 Budget** – Looking at trying to get rehearsal dates booked, they make money and fill some of the slower periods of time; July, Jan-Dec. Member Smith asked to see if Kevin could book Brian d’arcy.
- 4. **Other: N/A**

VIII. ANIMAL CARE & CONTROL RESOURCE CENTER – TONY DEPELSMAEKER, MAINTENANCE DIRECTOR

- 2. **Lawn Issues** – Murin has continued to be unresponsive regarding the lawn at Animal Control. Got a quote from Trugreen in the amount of \$2625.00 to repair the lawn. The warranty was for landscaping with Murin not the lawn. They have been paid out by Granger. Currently there is no recourse and Granger has stopped using them because of this. Chair Hannah asked if there is anything else that can be used as ground cover vs. grass and pointed out that this is now an operational issue and not part of the buildout.

I. NEW ISSUES/CONCERNS:

- 1. Member Smith advised that Kelli Scorsone of the Animal Advisory Council reached out to him regarding a contract for rental facilities. Member Smith stated that there is none in existence. Chair Hannah stated that this is something that the Council is looking into, but we have no County policy at this time, and one would need to be written.

VIII. NEXT MEETING: Thursday, August 1, 2024 at 10:30 a.m. Member Novak stated he will be absent.

IX. ADJOURNMENT: The meeting was adjourned at 11:04 a.m.