

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday January 4, 2024**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Tim Novak, Leon Turnwald, AnnMarie Batkoski, Bill Smith

Absent:

Others: Jake Golden (Spence), San Struble (Spence), Cherie Armstrong (Granger), Greg Bator (WKA), Steve St. John (The Dow Event Center), Koren Thurston (Finance Director), Bonnie Kanicki (Animal Control), Jaime Ceja (Administrator's Office), Kelly Suppes (Purchasing/Risk Management), Tony DePelsMaeker (Maintenance)

**I. CALL TO ORDER:** Chairman Novak called the meeting to order at 10:31 a.m.

**II. PUBLIC COMMENT:** None

**III. APPROVAL OF MEETING MINUTES OF DECEMBER 7, 2023:** Member Batkoski moved to approve meeting minutes of December 7, 2023 Member Turnwald supported. Motion passed (4-0).

**IV. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**

1. **Chiller Status** – The last two games have been on the permanent chiller and it's working ok. Steve stated there have been issues in relation to the ribbon install. The machinery exhaust has been hitting the ice making the ice quality poor in those areas. Chairman Novak asked if they have been putting down plywood to protect the ice, as it was discussed, and this was the fix. Steve stated no, Watchfire does not have enough staff to do this. Jake stated that once the ribbon is done this issue will cease to exist. Member Batkoski asked when this would be completed. Steve stated that only a day ago did Watchfire provide a schedule. This is Craig's project, and it is advised that the coach should speak to him regarding the poor ice conditions. Member Smith asked how much longer we have the temporary chiller. Steve stated the 15<sup>th</sup>. Jake stated that once the ribbon is done, hopefully we will have 1 normal week on the permanent chiller to test the ice quality.
2. **Parking Deck Signage** – Contacting Higher Image to see what they can recommend. Other vendors have been unresponsive.

**V. MEMORIAL CUP 2024: SAM STRUBEL, PROJECT MANAGER, & JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**

1. **Potential Change Orders – PCCO#013**

- a. **PCO#049 – Mobile Locker Room** - Chairman Novak spoke to Craig and Craig is under the impression that the County verbally agreed to the cost of the mobile locker room. Jake stated that February 1<sup>st</sup> was the promise date for this but if it is not needed until the Memorial Cup then we have a bit of time, however we request to start next week if possible. Chairman Novak stated that we want a nice but economically sound option, water, showers, nothing fancy. Jake agreed that it would be nice, clean, and new but nothing like the permanent locker rooms. Member Batkoski stated that this is something that we are renting, remodeling and then returning. The cost is about 100K for something we will be getting rid of after a month of use. What would be the cost to purchase? Member Turnwald asked if someone checked with Serenus portables, they send these units all around the county. Steve stated that we did do an extensive search for this but were unaware of anything local. Member Smith stated that we need to have a plan, there is no budget for this project, and we are over budget already.

Chairman Novak stated that we did agree to \$3 million from the delinquent tax fund and with that the budget was at \$8 million. Koren stated we are already at \$9.1-\$9.5 million. Chairman Novak stated that he did run into Representative O'Neal, and they briefly discussed appropriated funds, but that has not been approved yet and there is no number attached to it. The issue is that all these numbers and promises are being thrown around but it's all verbal with the previous Controller. Steve stated that there was talk of renting a unit or even purchasing a unit and then selling it after the Cup. Chairman Novak asked if Jake could look at purchasing a unit. Member Smith asked if the advisory group was still active and if this could be brought up there, this cost should be shared. Chairman Novak stated that they meet on the 19th, and he will bring this up.

Member Batkoski motioned to approve PCO#049. Member Smith supported. Motion passed (4-0).

- b. **PCO#051** – Bid pack #4 T&M Update – This is for time and materials for Champagne and Marx excavation of the elevators and Spence to pour foundation. Member Batkoski asked for an updated budget. Jake stated he would bring an updated summary to the next meeting.

Member Smith motioned to approve PCO#051. Member Turnwald supported. Motion passed (4-0)

2. **Exterior Doors** – Member Batkoski stated that she went to the Dow and looked at the doors, and they are definitely bad and in need of replacement. It's hard to believe this is not a fire hazard.
3. **Other:**
  - a. **Reverse Osmosis System** – Kelly Suppes received a copy of the CHL report and the report states that the reverse osmosis system was a recommendation only. She sent email to Wayne, who monitors CHL ice, and he sent an email to Steve asking why we are questioning this purchase as it was agreed to previously. Steve stated that Craig is adamant that we have this system, and says our ice is the worst in the league. Steve asked if a water softener would achieve the desired results and Wayne stated, no. Member Batkoski asked if the ice has been bad for the last three years? Jake stated that the ice has been bad but was because of the broken lines not water quality. Member Smith stated that we truly have no baseline because we don't know what the ice will be like with the new chiller. Jake stated that he would like the ice to sit with no outside influence for 1 week to get a baseline. Chairman Novak asked Steve to gather information and send to him directly. He will bring this up next week with Craig.

#### VI. **SCACC RESOURCE CENTER: CHERIE ARTMSTRONG, SENIOR PROJECT MANAGER, GRANGER CONSTRUCTION**

1. **Building Generator** – The generator has been delivered in Saginaw and waiting for crane availability to install, should be at the latest 3 weeks.
2. **Other:**
  - a. **Swivel Feeders** – Cherie referenced an email sent by Bonnie Kanicki and that multiple people have come to look at them. The vendor is now reaching out to the manufacturer to see if they can help with the issue. The issue being that the animals can escape the feeders by pushing them open. Cherie believes it's the toggles.
  - b. **Water Pressure** – Greg stated that they worked on it and may have a solution, he is unsure how to present. Tony stated that he should work with Granger, and they will submit to the Building Authority.

c. **Back Up Center** – Kochville Inspector had an issue with the fire suppression system in the back up center. Air flow wasn't coming across the sensors correctly and we thought it may be the diffusers. Working on a fix.

d. **Evacuation Plan** – Bonnie asked for evacuation plan, Greg stated that there is one and he will forward to her.

**VII. THE DOW EVENT CENTER: STEVE ST. JOHN, GENERAL MANAGER, THE DOW EVENT CENTER**

1. **Budget Amendment** – Steve worked the last month creating new budget with Memorial Cup included and there is not enough for a presentation. He will not be amending the budget at this time.
2. **DAS Install** – Boldyn, formerly mobilitie does not feel they will get us a completed system by the Memorial Cup and will be installing a portable boosting system for cell service.
3. **Pizza Oven** – Turned everything over to Kelly, had all quotes put in the County's name. There is an issue with the agreement. Frank from Jets has an agreement with ASM and the Spirit and now looking to do a 3<sup>rd</sup> agreement. Frank would like all the agreements to be in sync. Member Smith stated that he needs to hear back from Frank, the original agreement was a 3 way split. Chairman noted that at one time this project was up to \$200,000. The Spirit have agreed to pay more but they want the County to also pay.
4. **Exhaust Fans** – Arena exhaust fans have been disabled and there is no true exhaust as it goes through the HVAC system. There have been instances when we have gone over the allowable carbon dioxide reading at motorsports events. Member Batkoski pointed out the Cost is \$13,880 but there are items that are "not covered", what is that cost? Jake stated that of this list of items, we most likely wouldn't need all, his estimate is about \$1,000 additional. Quick ship is not necessary for a cost of \$1980. Member Smith asked who would be checking the roof to make sure it's not damaged. Jake stated that it would be the same company that we have been working with. Koren stated that this would be a County expense, not ASM. Kelly stated she would make sure the quote is still good as it's from September.

Member Smith motioned to approved the purchase and install of the exhaust fans. Member Turnwald supported. Motion passed (4-0)

5. **Firewall** – at 100% capacity the capacity of the firewall is exceeded. Quote presented include hardware and software. Koren stated that we do not pay for ASM firewall. She recommends that ASM purchases and then invoices the County for the equipment only. Member Batkoski asked if there is a comparable company. Kelly stated she would have County IT look at it and ask.

**VIII. OTHER ISSUES/CONCERNS:**

1. **Jail Drainage Issue** – Tony stated that it is now confirmed that the variable pumps are oversized for the system. They are 15HP and we need 10HP. He reached out to multiple plumbing contractors to see if this was truly our issue and found that it was. Member Smith asked if there was any value in the existing pumps. Tony stated most likely, no. Member Smith asked to date what has been the cost of repair and maintenance on the existing pumps. Tony stated to date cost is estimated at \$50,000. Member Batkoski asked why larger than necessary pumps were installed. Jake stated that he did ask the designer and they pointed the finger at Quantum Flow. Chairman Novak asked if Jake could reach out to GGA, Jake stated he would. Tony stated that to replace the PVC pipes with copper is estimated at \$60,000.

Member Smith made a motion to approve the cost contingent on Tony going before the Board of Commissioners to ask for a budget amendment. Member Turnwald supported. Motion passed (4-0).

2. **Jail Water Leaks** – Tony stated that when it rains, water runoff is still an issue at the jail. The ground gets saturated and goes nowhere. Member Turnwald asked if the poured wall was perhaps too porous? Jake stated its' possible but not likely. Kibbe worked up some options that we are trying to get the city to approve. Chairman Novak stated that he recalls that it was the city holding up GGA and the retention system under the parking area was proposed and the city said no. Jake stated that the fix will not be easy, and it will not be cheap. There should be site review that exists that shows the exact timeline.

**IX. NEXT MEETING:** February 1, 2024 at 10:30 a.m.

**X. ADJOURNMENT:** Member Smith moved to adjourn the meeting; supported by Member Turnwald. The meeting was adjourned at 12:03p.m.

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday February 1, 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: Jake Golden (Spence), San Struble (Spence), Cherie Armstrong (Granger), Greg Bator (WKA), Steve St. John (The Dow Event Center), Koren Thurston (Finance Director), Rachel Horton (Animal Control), Jaime Ceja (Administrator's Office), Kelly Suppes (Purchasing/Risk Management), Tony DePelsMaeker (Maintenance)

**I. CALL TO ORDER:** Chairman Novak called the meeting to order at 10:30 a.m.

**II. PUBLIC COMMENT:**

1. Chris Boyd – Introduced Mary Catherine Hannah, new County Administrator.
2. Member Turnwald made a motion to appoint Mary Catherine Hannah to the seat of Chair. Member Batkoski supported. Motion passed (4-0)

**III. APPROVAL OF MEETING MINUTES OF JANUARY 4, 2023:** Member Batkoski moved to approve meeting minutes of December 7, 2023 Member Turnwald supported.

**IV. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**

1. **Chiller Status** – Temporary chiller was removed last Tuesday, and we have been on permanent ice for the last 6 weeks. From Spences' perspective everything is working well. Member Smith asked if the ice temperatures are good. Steve stated that they are not 100% dialed in yet, the ribbon install created a bad environment for the ice. Hearing reports from the referees and the teams, the referees believe the ice to be fine.
2. **Parking Deck Signage** – Higher Image has responded and there was a meeting, we are waiting to hear back on pricing. We have about \$20,000-\$28,000 available.

**V. MEMORIAL CUP 2024: SAM STRUBEL, PROJECT MANAGER, & JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**

**1. Potential Change Orders – PCCO#014**

- a. **PCO#050 - Yeo & Yeo Storm Master Guard Systems** – Plexi glass install at the two new eagles nest decks. Cost \$18,103.17
- b. **PCO#052 – Shower Tile in Place of Inserts** – Installed inserts in the first locker room and they didn't work as we wanted them to. Need tiles. Cost \$3,517.02.
- c. **PCO#054 – Demo PA Housing on Mezzanine** – Cost to demo and remove the old PA system that is not being used. This should have been in the original plan. Cost \$5,265.00.
- d. **PCO#055 – Locker Room Exhaust Fan** – Attempting to get a new motor for the fan vs. replacing. This cost is to replace and will be last resort. \$14,805.18
- e. **PCO#056 – BP#2 Bulletin 12** – This is to install electrical receptacles at each corner of the mezzanine. Electrical outlets would be used for TVs which would allow for replays, scout laptops, and new lighting over loge tables. Member Novak asked who's paying for the TVs. Steve stated, it's unknown. Chris Boyd stated that we need to identify a payer for these add-ons. To date we have been approving these PCO's saying we will identify a payer later and no payer is identified, and the County ends up paying. Steve stated he does not believe there is adequate space to hold people in these areas, for him it becomes an egress issue, and we should not be putting people in a walkway. Greg confirmed this is an egress issue.

Member Novak asked what the issue with the lighting is. Sam stated that currently the loge tables are there, and they get lighting from the suites behind them. They want more lighting however Steve stated the loge tables will not be here during the Memorial Cup, they will be removed and repurposed and he does not believe we need the lighting. Sam confirmed that he will not separate PCO#056 into lighting and receptacles. The entire PCO is denied. Cost \$24,961.37

Member Smith motioned to approve PCO#050, PCO#052, PCO#054 and PCO#055.

Member Turnwald supported. Motion passed (5-0).

2. **Project Budget** – Sam provided project summary broken out into three categories: Budgets, Bids and Awards and Elevators. This is how the scope was broken out at the beginning of the project. Currently we are \$620,000 over budget. Koren stated the starting budget was \$8,450,755. Jake stated that steel was an issue and we had to add more than initially thought. Sam stated that this does not include any of the PCO's that were approved today. Budget to date is \$10,355,020.60 plus what was approved today. Member Smith asked how much of the added scope is for the Memorial Cup vs. a basic improvements. Jake stated that there have been things that the Spirit have asked for that would also benefit the Dow when the Cup is over. Steve stated that the return on investment will be measured per event, and will be ongoing.
3. **Project Schedule Status** – Locker rooms will be done and looking at a turnover date of March 3.
4. **Elevators** – State inspector stated we need three mechanically controlled dampers and due to this Kone cannot move forward. Greg stated that Kibbe believes that we can use the dampers we have, we have rebutted their requirements because they are unclear, and the project meets code. Kone will be onsite next week to get the inspection. Member Turnwald asked why we are so behind on code; the inspector's opinion is the only one that matters. Jake stated that after the first elevator project Kone supplied a list of "must have" items for this project and we still have an issue with the inspection.
5. **Other:**
  - a. **Serenus** – Sam confirmed that they only do medical facilities.
  - b. **Mobile Locker Room** – Cost to buy a portable locker room is \$100-\$120K. Steve stated we may be able to make money on this. Jaime, please add to next agenda.

**VI. SCACC RESOURCE CENTER: CHERIE ARTMSTRONG, SENIOR PROJECT MANAGER, GRANGER CONSTRUCTION**

**1. Potential Change Orders**

- a. **PCO#068 – Power for Laundry Soap Dispenser** – The dispenser was not part of the original project and the pump is not required. The dispenser was installed where there is no electrical outlet to support the pump. Chair Hannah asked if the washer/dryer power was included in the original plan. Rached stated yes. Member Smith stated that this should come out of the millage monies and not the project. Kelly stated to Cherie, to make sure this is not billed through the Payapp. Chris Boyd asked when this project will be done. Cost \$1,078
- b. **PCO#069 – Bulletin #9 Water Booster Pump** – Tony stated that there is 58psi coming into the building and its 48psi when it gets to the outlets. To get back to 58psi we need a larger pump. Member Smith asked if this could wait. Tony stated no, its an operational issue and needs to be addressed now. Member Turnwald stated that this should be Kochvilles issue, they allowed the certificate of occupancy when they knew the water pressure would not sustain the activities of the shelter. Chair Hannah asked what the odds were of Kochville

working with us to rectify the issue. Member Batkoski stated they are low. Rachel stated that they are already doing everything they can to work around the issue. They are staggering cleaning and laundry. Chair Hannah asked Rachel to come back with operational impacts. Cost \$88,391

Member Smith made a motion to approve PCO#068 to come from millage funding. Member Batkoski supported. Motion passed (5-0).

2. **Project Budget** – Without approving the water pump at \$88,000 we are \$100,000 over budget.
  - a. **Swivel Feeders** – Cherie stated that the company came and installed new nuts and bolts and used lock tite to secure them. Dogs cannot get through them now. They also changed the side of the feeder the bowls sit on to alleviate any injuries.
  - b. **Generator** – waiting for the grade to dry out so the generator can be placed. It is 2 weeks out.
  - c. **Back Up Center** – Kochville Inspector had an issue with the fire suppression system in the back up center. Air flow wasn't coming across the sensors correctly and we thought it may be the diffusers. Working on a fix.
  - d. **Punch List** – Member Smith asked what was left. Cherie stated that paint is still an issue, but she's waiting on Ben to speak to Murray (paint vendor) about it. Propane heaters caused discoloration of the paint.
  - e. **Drains** – there are two places where a desk is placed over a drain, surrender intake and clinic reception. Currently Granger is working on a solution.

**VII. THE DOW EVENT CENTER: STEVE ST. JOHN, GENERAL MANAGER, THE DOW EVENT CENTER**

1. **Budget Amendment** – Koren asked if staff labor will be through the Memorial Cup. Steve stated that he did employ a chef to work on food quality who he is now paying.
2. **Pizza Oven** – Frank from Jets has backed out. Steve has found some hoodless ovens and will bring information at the next meeting.
3. **Ice water Treatment** – The Spirit have offered to pay 50% of the cost. Member Turnwald stated that installing a new system to our old system will lead to issues, and we do not need it on the type of water we have in Saginaw. Chair Hannah stated that she has heard that we do not have issues with the ice. Member Batkoski stated that this was a recommended purchase not required. We have talked about it over and over. Chair Hannah stated that we will not be moving forward with this purchase, if someone comes in with additional funding, we will reconsider it. Steve stated that the coaches stated that there is too much "snow" on the ice. Member Novak stated that with the Spirit personnel and staff wanting this system so badly they are trying to push it on us, I have a hard time justifying a \$42K purchase.
4. **Hot Water Boiler** – Last game we had no heat and had to call John E. Green. Koren stated that this will have to come from millage money. Cost \$18,390.

Member Smith motioned to approve the purchase and install of the replacement of the hot water boiler coming out of millage funds. Member Turnwald supported. Motion passed (5-0)

5. **TV5 Dark Fiber** – Member Novak asked if there is any benefit to Saginaw to install this. Steve stated no.
6. **Telecom Room Power** – Steve stated it was determined we have too much equipment to run on the power we have available. Chair Hannah stated that the authority needs to see numbers, bring back 3 quotes. Member Turnwald told Steve to ask if they can piggy back the breakers.

7. **Combustion Air Pre-Heat Coil Frozen Pipes** – No numbers, will bring them back when they are in.
8. **Event Bookings** – Looking good. Member Novak asked how they were looking during the Memorial Cup. Steve stated that they confirmed Walker Hayes as the headliner.
9. **Ribbon** – Total cost of the ribbon is \$909K, Cascadia dasher boards: \$22K, Miscellaneous: \$10K, Nelson Electric: \$37K. Please ensure that this project is not billed to the overall project, there was a separate contract for this.

**VIII. OTHER ISSUES/CONCERNS:**

1. **Jail Drainage Issue** – Tony stated that Kibbe is working on a solution. We would like to put catch basins at the foot of the cow tongues, piped underground to a drain in the grass between the sidewalk and curb to the street drains. Jake stated that GGA is trying to figure out how the final design was approved.
2. **Jail Water Leaks** – Pumps are ordered and 4-7 weeks out. We will need electrical and housekeeping pads and a shut down will be required. Member Novak stated that Annie Rummel was looking for a large pump. Jake stated he had heard that as well and looking into it.

**IX. NEXT MEETING:** March 7, 2024 at 10:30 a.m.

**X. ADJOURNMENT:** Member Novak moved to adjourn the meeting; supported by Member Turnwald. The meeting was adjourned at 12:29p.m.



**Meeting Notes**  
**Saginaw County Building Authority**  
**Thursday March 7, 2024**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Mary Catherine Hannah, Tim Novak  
Absent: Leon Turnwald, AnnMarie Batkoski, Bill Smith  
Others: Jake Golden (Spence), San Struble (Spence), Ben LeBlanc (Granger), Cherie Armstrong (Granger), Greg Bator (WKA), Steve St. John (The Dow Event Center), Bill McKay (ASM), Koren Thurston (Finance Director), Rachel Horton (Animal Control), Jaime Ceja (Administrator's Office), Kelly Suppes (Purchasing/Risk Management), Tony DePelsMaeker (Maintenance), Sheldon Matthews (Board of Commissioners)

- I. CALL TO ORDER:** Chair Hannah called the meeting to order at 10:32 a.m.
- II. PUBLIC COMMENT:**
- III. APPROVAL OF MEETING MINUTES OF FEBRUARY 1, 2023:** With no quorum, minutes were unable to be approved and will be on the April meeting agenda for approval.
- IV. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**
  1. **Parking Deck Signage** – Higher Image has proposed a signage package. There is roughly \$21,000 left to go towards signage. Chair Hannah asked if we have considered permanent signage vs. temporary. Jake stated that the cost would be comparable, and the recommendation would be to use \$20,000 towards the signage as proposed.
- V. MEMORIAL CUP 2024: SAM STRUBEL, PROJECT MANAGER, & JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**
  1. **Potential Change Orders**
    - a. PCO#057 – Reconcile Reimbursables
    - b. PCO#058 – Elevator Wireless Gateway
    - c. PCO#059 – Kone Overtime
    - d. PCO#060 – BP#4 Exterior Doors & GT – Work was approved, change order is for allowance holder in the budget when project is complete on a time and materials basis.
    - e. PCO#061 – Elevator Return Inspection
    - f. PCO#062 – BP#4 – Bulletin #6
    - g. PCO#064 - Additional Design Cost
    - h. PCO#065 – Change order is for a \$300,000 allowance to complete the temporary locker room, in order to get vendors paid. If Spence goes over the \$300K those expenses will come in a change order. Chair Hannah asked if purchasing the trailer was still on the table. Sam stated he will engage vendor to see what the cost to purchase is. Chair Hannah stated that she recommends that we look at purchasing.
  2. **Project Schedule** – The Visitor's locker room is almost done. The partition and paint are being completed; however, the space is useable.
  3. **Mobile Locker Room** – Steel should be here next week.

- VI. SCACC RESOURCE CENTER: CHERIE ARTMSTRONG, SENIOR PROJECT MANAGER, GRANGER CONSTRUCTION**
1. **Potential Change Orders**
    - a. **PCO#070 – Diffusers – Data Center** – Presented PCO pointing out expedited and non-expedited shipping.
  2. **Generator** – Scheduled for a start up test Friday and will be operational by end of the day.
  3. **Swivel Feeders** – The repair is complete, and dogs are no longer escaping. Rachel stated that she did have an employee cut their finger because the feeder was hard to push open but that it is an operational issue that she has addressed.
  4. **Change Log** – Presented in packet, requested at last meeting.
- VII. THE DOW EVENT CENTER: STEVE ST. JOHN, GENERAL MANAGER, THE DOW EVENT CENTER**
1. Introduction to Bill McKay, ASM Project Manager. Bill will be present during the Memorial Cup and will handle a lot of project items. He will be meeting with Spence soon.
  2. Pizza Oven – Steve – Was able to find a new electric double oven at a cost of \$37,000 installed. There is an 8-week lead time, and if we order now, it will be installed the first week of May. The old oven will go to scrap. Member Novak asked if Steve as Operations Manager can purchase without Building Authority approval, the funding is operational. Chair Hannah stated that it is a capital purchase, the question is it a fixture or is it equipment. Kelly asked if this would come out of millage funds? Koren stated, yes.
  3. Event Bookings – Shane Gillis sold out. Great month of shows.
  4. ROI Tracking – Reporting was requested by the Board of Commissioners. Member Novak thanked Steve and his staff for taking excellent service both days of the event. Events were great, concessions, were great and staff was great. He heard glowing reviews of how the entire event was run. Heard comments from players who said they felt like they were playing at college.
- VIII. OTHER ISSUES/CONCERNS:**
1. **Liquor License** – Kelly Suppes stated that she has filled out paperwork to apply for a temporary liquor license for the roadway that will be closed off during the Memorial Cup.
  2. **SCACCRC Farmland** – Kelly presented a preliminary agreement between the County and Ed Meisel to farm the land at no cost behind SCACCRC. Chair Hannah advised Kelly to have civil counsel draw up a contract. Kelly stated that if the County incurred taxes we would pass that onto Mr. Meisel.
  3. **Jail Drainage Issues** – Tony –Spoke to Brian Wendling and asked if he could assist with this project in any way, he proposed rain gardens. Jail would be more visually pleasing. City of Saginaw seems ok with this plan and if we can get some drawings together, we can submit. Hendrix proposed an original plan at a cost of \$36,000. Wobig also submitted proposed cost, substantially less at \$20,000. Wobig plans were a bit less extensive than Hendrix. Jake stated that GGA recalls that the city said we cannot have an underground retention.
  4. **Jail Pump Issues** – Tony – Pumps are ordered, we are trying to coordinate shut down time. Originally it was a three-day process but we adjusted to a new plan and shut down will take 3 hours. We will have an electrician on site this week with pumps delivered next week.
- IX. NEXT MEETING:** April 4 2024 at 10:30 a.m.
- X. ADJOURNMENT:** The meeting was adjourned at 11:11 a.m.

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday April 4, 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: Jake Golden (Spence), San Struble (Spence), Cherie Armstrong (Granger), Greg Bator (WKA), Steve St. John (The Dow Event Center), Darcie Totten (Asst Finance Director), Jaime Ceja (Administrator's Office), Kelly Suppes (Purchasing/Risk Management), Sheldon Matthews (Board of Commissioners), Chris Boyd (Board of Commissioners), Annette Rummel (Great Lakes Bay CVB), Ann Bruzewski (Great Lakes Bay CVB)

**I. CALL TO ORDER:** Chair Hannah called the meeting to order at 10:31 a.m.

**II. PUBLIC COMMENT:** None

**III. APPROVAL OF MEETING MINUTES OF FEBRUARY 1, 2024 & MEETING NOTES OF MARCH 7, 2024:** Member Novak made a motion to approve the meeting minutes of February 1, 2024 and the meeting notes of March 7, 2024. Member Turnwald supported. Motion passed (5-0).

**IV. PROJECT DONATION – ANNETTE RUMMEL – GREAT LAKES BAY REGIONAL CVB**

1. Annette Rummel presented a project which helps fulfill the obligation of a legacy project in conjunction with hosting the Memorial Cup. This project along with the mural project under the highway overpass, which honors Henry Marsh will fulfill the entire obligation. The donation comes with \$5,000 for R&M but in her experience that may not be used for quite some time. Annette has prior experience with this type of project, referencing the one in Frankenmuth. Member Smith asked who would oversee managing the \$5,000. Annette stated it would be whomever the Administrator determines. Annette stated that the CVB is also working on a time lapse video to be presented when the Memorial Cup is complete. Member Smith stated that he spoke to Chair Hannah, and he will work on a donation agreement to have Annette sign. Chair Hannah stated that there will be an unveiling of the project and a ribbon cutting in conjunction with the Business After Hours event hosted by the Chamber of Commerce. Unfortunately, the dates could not match up to do both at the same time.

Member Turnwald made a motion to accept the donation and to approve the location of the project. Member Smith supported. Motion passed (5-0).

**V. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**

1. **Parking Deck Signage** – There is a \$21,000 budget for signage and the quote came in at \$50,000-\$52,000. Proposed signage would be for the Johnson and Washington street entrances and would be able to reflect parking rates for each event. Member Batkoski asked if there were any additional quotes secured. Jake stated, no but he is happy to reach out to some other vendors. In the past vendors have been unresponsive. Chair Hannah advised that she would like to see this project move along so that the original project can be closed out. Jake will secure an additional quote from Barrett.

## **VI. MEMORIAL CUP 2024: SAM STRUBEL, PROJECT MANAGER, & JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**

### **1. Potential Change Orders – PCCO#015**

- a. **PCO#057** – Reconcile Reimbursables – reconciling balancing codes. No cost
- b. **PCO#058** – Elevator Wireless Gateway –wireless phone line thru Kone – \$1,684.80
- c. **PCO#059** – Kone Overtime – Kone had to come back on Sunday and also for a evening inspection \$7,502.52
- d. **PCO#060** – BP#4 Exterior Doors & GT – Placeholder completing on a time and material basis. Included 10K for painting frames. \$43,1730.00
- e. **PCO#061** – Elevator Return Inspection – We currently have a temporary car permit and Kone will have to come back and do final inspection \$1,525.80.
- f. **PCO#062** – BP#4 – Bulletin #6 – Motorized damper for Elevator – Kibbe wrote letter to inspector, and inspector still says we need the motorized damper. \$6,797.18
- g. **PCO#063** – Coaches Room Sprinkler Head – We needed to adjust a sprinkler head and had to have the system drained down to do that. \$2,106.00
- h. **PCO#064** – Additional Design Cost- Kibbe submitted letter for lower-level suite receptacles in larger party decks. \$9,980.40
- i. **PCO#065** – Mobile Locker Room – This amount is an allowance to issue change orders on a time and materials basis. Anything over, we can issue change orders, and come back at the end. Member Smith asked if this is in addition to the cost of the facility. It would have occurred either way. Sam stated, yes. Cost \$315,900.
- j. **PCO#066** – Storage Room Dividing – This was captured in a bulletin to get the spirit moved in. \$3,429.62.
- k. **PCO#067** – BP#3 LAV Spacing – The LAV spacing was different than planned and new cover plates had to be installed. \$557.44
- l. **PCO#068** – Boiler Room Loading Lighting –Added new lights above the chiller and on the NE corner of building, also replace an old wall pack. This should be billed back to the original project. \$13,052.98
- m. **PCO#069** – Parking Deck Sump Drain – NW elevator stair tower pump drained to the driveway and create an ice safety hazard. Found out pump wasn't working. Chair Hannah advised that this also needs to move it to original project. We will have no additional monies for signage. Cost \$1,510.48
- n. **PCO#070** – JC318 Subpanel – Janitors closet had a water heater to be installed, since it has been installed there has been back and forth on the electrical requirements and a subpanel was added. Steve stated that he will use it to add power to the Frankenmuth party deck. Cost \$4,328.88
- o. **PCO#071** – Demo Mezzanine Mechanical Rooms – This is complete. Member Smith asked if this created the additional storage space that was needed. Steve stated it did and this will be used for storage, pantry, DAS system and F& B equipment. Cost \$13,607.92
- p. **PCO#072** – Overtime Premium – This is for Nelson Electric OT, July to current. \$16,472.08
- q. **PCO#073** – BP#3 Existing Conditions – Original plan was to keep mechanical and plumbing fixtures in all locker rooms, however some had to be replaced due to age and wear. A drinking fountain was also capped off. \$9,273.46
- r. **PCO#074** – BP#4 Storefront PA Enclosure Demo – Theater lobby and PA enclosure demolition. \$26,025.94

Member Smith made a motion to approve PCO#057-PCO#074 with the provision that PCO#068 and PCO#069 are billed back to the original parking deck improvement project and removed from PCCO#015. Member Turnwald supported. Motion passed (5-0).

2. **Reverse Osmosis** – Chris Boyd stated that he had a conversation with Craig Goslin and Craig has stated that the Spirit would pay for the reverse osmosis system. Chair Hannah stated that the Building Authority has already determined that this system was not necessary and that her concern is that after it is installed the same arguments for soft ice and too much snow will still exist because they are influenced by outside factors like doors being left open. The understanding is that the Spirit can also ask to be reimbursed. Member Turnwald stated that his concern is that the true cost will come after the install in preventative maintenance. Steve stated that is extremely hot water that goes in so that wouldn't work. Member Batkoski asked if we have other outstanding items with the Spirit. Kelly stated that the ribbon invoicing talks are still ongoing, and that the atrium banner will probably be another conversation. Member Smith asked what the operational and maintenance cost is and could this system be turned off? Member Turnwald stated that there would be salt, backflow to clean the system. Chris stated that there is no guarantee that we will reimburse later, and this has been made clear to Craig. He also stated that the position of the BOC is that the County will not be paying for additional add-ons. Member Smith asked Steve if he has an issue with the reverse osmosis system. Steve stated no.

Member Smith made a motion to allow installation of the reverse osmosis system under the supervision of the County provided there is no commitment for repayment to the Saginaw Spirit and that the County can determine with Dow Event Center staff to bypass the system should it be determined it is not working as intended. Member Turnwald supported. Approved 4, Opposed 1. Motion passed.

**VII. SCACC RESOURCE CENTER: CHERIE ARMSTRONG, SENIOR PROJECT MANAGER, GRANGER CONSTRUCTION**

**1. Potential Change Orders**

1. **PCO#070 – Diffusers – IT Data Center** – Presented PCO pointing out expedited and non-expedited shipping. Current registers divert air away from smoke detectors, Inspector Rossi has determined we need to install diffusers.

Member Novak made a motion to approve PCO#070 with regular shipping. Member Batkoski supported. Motion passed. (5-0)

2. **Farmland Lease** – Farmer Ed Miesel would like to farm the land behind Animal Control. Kelly presented a 3-year agreement signed by Mr. Miesel for \$5.00/acre. If the land becomes taxable, we will pass that onto the farmer.

**VIII. THE DOW EVENT CENTER: STEVE ST. JOHN, GENERAL MANAGER, THE DOW EVENT CENTER**

1. **Ice Plant Cooling Tower Repairs** – Repairs are needed and include replacement of outlets with valves and caps, flush and clean supply and return lines, pit clean and inspect, install of temporary filter skid and filters. Member Smith asked if we could get it done before the Memorial Cup? Steve stated, no there is no time. We are looking to mid-June to restart.
2. **John E. Green** – Will be renegotiating the service contract in the near future.
3. **Evolv Weapon Detectors** – This is a weapons detection system with zero capital investment, the software is what costs money. Evolv used less people to operate, and 1-unit costs \$30,000. There is one available that is being used at the NFL draft and we can get it for \$22,000 a year. Spirit supports this as it is user friendly, and we will save on security. Member Smith asked if these are portable? Steve stated, yes.
4. **Pizza Oven** – Kelly ordered it.
5. **Cashless** – Owen Sound player families were sent notice about the policy. Member Batkoski asked about bag issues. Steve stated that Memorial Cup ticket buyers are

getting notices. Member Turnwald stated that the people that are complaining are those who pay cash all the time. Steve stated that we can accommodate those people. Chair Hannah stated that she will continue to push back on the notion that our communities do not have access to digital payment.

I. **OTHER ISSUES/CONCERNS:**

2. **Jail Pump Issues** – Presented email from Tony DePelsMaeker stating that the new pumps were installed, and everything is working as it should with no issues. The old pumps remain, and we can keep on hand or look at selling. Member Smith stated we should just keep them on hand at this time.

IX. **NEXT MEETING:** May 2, 2024 at 10:30 a.m.

X. **ADJOURNMENT:** The meeting was adjourned at 11:49 a.m.

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday May 2, 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: Jake Golden (Spence), San Struble (Spence), Cherie Armstrong (Granger), Greg Bator (WKA), Dave Saldanha (The Dow Event Center), Jaime Ceja (Administrator's Office), Kelly Suppes (Purchasing/Risk Management), Koren Thurston (Finance Director), Rachel Horton, (Animal Control), Tony DePelsMaeker (Maintenance)

**I. CALL TO ORDER:** Chair Hannah called the meeting to order at 10:34 a.m.

**II. PUBLIC COMMENT:** None

**III. APPROVAL OF MEETING MINUTES OF APRIL 4, 2024:** Member Batkoski made a motion to approve the meeting minutes of April 4, 2024. Member Turnwald supported. Motion passed (5-0).

**IV. OPEN ISSUES:**

1. **PROJECT DONATION – ANNETTE RUMMEL – GREAT LAKES BAY REGIONAL CVB:** Bill Smith is still in process of creating and routing the agreement. When he is complete, he will forward to Jaime to secure signatures. Chair Hannah stated that some of the concrete pad was cracked and sunk, the City of Saginaw thought it could have been a leak under ground so at their expense they removed the damaged concrete and repaired.

**V. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS:**

1. **Parking Deck Signage** – Jake asked what was approved last time, as the original quote was \$50,000 and he neglected to account for door frame repairs in the parking deck. Chair Hannah stated to take whatever is left and use it for the signage and zero the project. Koren asked that 2 invoices be created, 1 in the amount of money that is left in the project and the 2<sup>nd</sup> one the balance. Member Batkoski asked if Jake ever got another quote. Jake stated that he never got a return call from Barrett, he will immediately start this project.

**VI. MEMORIAL CUP 2024: SAM STRUBLE, PROJECT MANAGER, SPENCE BROTHERS:**

1. **Theater Renovations** – It was determined that there are three main areas that need attention, electrical, lighting and PA System. Simone is submitting a quote for a Meyer sound system. Sam stated that due to having to rent a sound system they did lose an act to the Temple.

2. **General Manager** – Dave Saldanha introduced himself. He stated that he realizes that the theater is not booking out and we need to look at marketing. His recommendation is the electrical system upgrades, the system is old and parts are not readily available. Member Smith asked for quotes and options.

3. **Paint Repairs Theater** – There is plaster and paint that could also be done. Member Novak stated that the glazing looks great but down low it looks unfinished. Sam stated he would go look at it. Chair Hannah stated that the theater lobby needs to be painted and a statement piece added. Looking at the total cost of the original project, we are not far off base. The County has sold a property and could direct those monies into the Memorial Cup if the Commissioners choose to.

4. **Portable Locker Room** – Sam stated this is almost done with a final clean on Tuesday.

5. **Project Schedule** – The exterior door project is down to one crew with 5 doors remaining. We are also still waiting on the dividing wall in the locker room.
6. **Ice Quality** – Member Smith asked if there have been any questions about ice. Chair Hannah stated that the Dow is attempting to make sure that all the controls are where they need to be.
7. **Reverse Osmosis** – It was determined this is not necessary.

**VII. OTHER:**

1. **Parking Garage** – Member Novak stated that while walking the stairs he noted that the railing paint looks horrible, there is rust and it's not very attractive. Jake stated that we could power wash and paint, best guestimate would be \$20,000-\$40,000, he will get a quote.

Member Smith made a motion to approve up to \$30,000 for repair and repainting of stairwell. Member Novak supported. Motion passed (5-0).

2. **Courtyard** – the trees were removed but left tripping hazards, is there a plan to remove those hazards? Dave stated that the Spirit are leading that project and they will install a temporary flooring that will be removed when the Cup is over.
3. **Parking Rates** – Chair Hannah noted that rates were more expensive last game. Dave stated that they were, his intention is to keep them at the new rates. They have not been raised in quite some time.
4. **Liquor License** – Kelly asked Dave if he could assist with a new outdoor map, the license was not granted because a clearer drawing was needed. Dave will work with Kelly.
5. **Trash Collection** – Member Novak asked about trash and cleanup during and after the Cup. Dave stated that it is all in place and there is an Operations meeting next week to discuss the Jolt.

**VIII. SCACCRC: CHERIE ARMSTRONG, SENIOR PROJECT MANAGER, GRANGER CONSTRUCTION:**

1. **Project Close Out** – Cherie stated that the last piece to finish is the data center diffusers. There should be an email from Ecker Mechanical next week on when they will be installed. Invoicing is closed out.
2. **Other**
  1. Rachel stated that she received an initial quote to turn the cooler into a freezer. They need to keep it below 25 degrees and the compressor burned out. It will be \$11,000 to replace the compressor with something that will handle the temperature.
  2. Rachel stated that she met with Brandon Rossi, Kochville Fire Inspector regarding the Oxygen and either way there will need to be a build out of a room. Cherie stated she will send plans to Rachel from Kibbe.

**IX. THE DOW EVENT CENTER: STEVE ST. JOHN, GENERAL MANAGER, THE DOW EVENT CENTER**

1. **Ice Plant Cooling Tower Repairs** – Dave stated that he is unsure what the actual issue is, he is working with vendors to determine what's needed. Whatever it is, we will do the repairs after the Memorial Cup.
2. **Evolv Weapon Detectors** – Dave stated that he supports the purchase of this system but not until after the Memorial Cup. There will be no time for training, and we do not want to test a system during the Cup. Chair Hannah stated that there is an initial startup fee of \$38,000-\$40,000 and it should be something that is budgeted for.
3. **Event Bookings** – Chair Hannah asked if we are impacted by blackout dates. Dave stated that overall no, we do need to make coming here more appetizing with the venue though. Chair Hannah asked what the likelihood of getting a WHL game would be. Dave stated that it would be great, he will reach out.



4. **Capital Requests/2025 Budget** – Chair Hannah stated that looking ahead to the Dow, SCACCRC are there other capital items that need to be included in the 2025 budget? There is no capital plan for the Dow Event Center but there has been a list from the Dow. Member Turnwald stated that the list has been in sync with the millage.
- I. **OTHER ISSUES/CONCERNS:**
  - X. **NEXT MEETING:** June 6, 2024 at 10:30 a.m.
  - XI. **ADJOURNMENT:** The meeting was adjourned at 11:28 a.m.

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday June 6, 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), Cherie Armstrong (Granger), Greg Bator (WKA), Kevin Murphy (The Dow Event Center), Jaime Ceja (Administrator's Office), Kelly Suppes (Purchasing/Risk Management), Koren Thurston (Finance Director), Rachel Horton, (Animal Control), Tony DePelsMaeker (Maintenance)

- I. **CALL TO ORDER:** Chair Hannah called the meeting to order at 10:31 a.m.
- II. **PUBLIC COMMENT:** Chair Hannah welcomed Kevin Murphy, General Manager at the Dow Event Center. Kevin thanked everyone for the warm welcome.
- III. **APPROVAL OF MEETING MINUTES OF MAY 2, 2024:** Member Novak made a motion to approve the meeting minutes of May 2, 2024. Member Batkoski supported. Motion passed (5-0).
- IV. **OPEN ISSUES:**
  1. **DONATION AGREEMENT – GREAT LAKES BAY REGION CVB** – Chair Hannah stated Bill Smith forwarded her the agreement, she has looked it over and recommends to the Authority that it is approved and routed for signatures.  
Member Novak made a motion to approve the agreement. Member Turnwald supported. Motion passed (5-0).
  2. **Memorial Cup Funding – Project Overage** – Chair Hannah stated that the County approved a specific amount of funding, then approved change orders that resulted in an overage. At the Budget/Audit Committee meeting today Chair Hannah will ask for approval of \$750,000 from the Dow Millage Fund and up to \$1.8 million from the Public Improvement Fund. This will cover all outstanding change orders including the mobile locker room.
  3. **Mobile Locker Room** – Kevin stated that the locker room is valuable in selling concerts as a dedicated VIP dressing room area. Member Smith asked if there is preventative maintenance that should be performed and security that should be addressed. Both Sam and Kevin will check and see what may be needed and schedule accordingly. Greg stated that there is no foundation so the winter months may pose an issue with freezing pipes. Chair Hannah asked that winterization be looked at as well.
- V. **THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: SAM STRUBLE, PROJECT MANAGER, SPENCE BROTHERS:**
  1. **Potential Change Orders**
    - a. **PCO#083** – Move money in 10 Codes to maintain a positive balance.  
Member Turnwald made a motion to approve PCO#083. Member Batkoski supported. Motion passed (5-0).
  2. **Parking Deck Signage** – Higher Image presented a quote for \$55,000. This is for 2 LED signs and a few aluminum sign panels. Chair Hannah stated that she met onsite with Jake, Sam, and Kevin and while signage is needed, the Dow naming rights contract is up this year and questions if it makes sense to hold off until that negotiation is complete. Sam stated that we have \$12,000 available. Member Batkoski stated that we only received 1 quote and thinks it wise to at least get 2 more. Sam stated that both Sign Image and Barret did not respond initially but he will

reach out again. Chair Hannah asked Koren to advise on what would happen to remaining funds, should the project be closed out. Koren stated that if we close the project, it will go towards debt service. Member Novak asked about painting the 3<sup>rd</sup> floor parking deck area looking out at the Dow, it looks horrendous, paint is peeling. Chair Hannah asked Kevin to do a walkthrough of the property and check for additional areas that could also be painted. Tim will send his picture of the 3rd floor area to Kevin and Sam.

**VI. MEMORIAL CUP 2024: SAM STRUBLE, PROJECT MANAGER, SPENCE BROTHERS:**

**1. Potential Change Orders**

**a. PCO#075 – Reimbursables** – Moving money to maintain positive balance.

**b. PCO#076 – Locker Room Tie-In** – East locker room, the existing sewer was 10ft off from what the drawings showed. Had to chip concrete. **\$1,533.93**

**c. PCO#077 – Locker Room Exhaust Fan** – Cost was less than estimated \$14,000 this is a credit for unused amount. **-\$6,296.00**

**d. PCO#079 – Parking Deck Handrail Stairwell Paint** – This should be invoiced to the first part of the project. **\$8,133.81**

**e. PCO#080 – Purchase of Mobile Locker Room - \$147,336.87** Sam stated that if the County wanted to purchase directly from Willscott the savings on tax would be about \$15,000. Kelly stated that if there are construction costs those are not tax deductible. Chair Hannah stated that this is just the trailer itself.

**f. PCO#081 – Mobile Locker Room Allowance** – Adding \$100,000 to cover any overage of the \$300,000 allowance. Remaining amount will be credited. **\$105,300.00**

**g. PCO#082 – East locker room** addition of soffits and bulkheads - **\$4,644.18**

Member Smith made a motion to deny PCO#080. Member Batkoski supported. Motion passed (5-0).

Member Turnwald made a motion to approve PCO#075, PCO#076, PCO#077, PCO#079 invoiced to the original project, PCO#081, PCO#082. Member Batkoski supported. Motion passed (5-0).

Member Smith made a motion to approve PCO#080 with the County purchasing the trailer directly from Willscott. Member Novak supported. Motion passed (5-0).

**2. Theater Renovations** – Chair Hannah stated that there were project alternates that included the Theater restrooms, back of house and red room flooring totaling \$800,000. The question is should we budget these projects in 2025 and close this project or keep the project open under the current contract. If we close the contract the new job will need to be bid out. If we keep it open Spence will continue the work. Member Smith stated that there is a savings going through Spence however, what happens to the original estimates as we will not be doing the work immediately. Sam stated that they would need to be revised, but they will be bid out to local subs. Member Batkoski stated that the optics of not allowing other companies to bid future jobs may not look good. Member Turnwald stated that Spence's work for the Memorial Cup was outstanding, they are familiar with the building. This would be a change order to the original job. Chair Hannah stated that around the County we are currently and have previously worked with other contractors, not just Spence. SCACCRC used Granger and Mosquito is using Hendrix, Courthouse HVAC is using Midstate. Kevin will be creating a list of priority projects, for instance the electrical which is old and with no replacement parts hard to repair. Bookings that come to the Theater currently must rent sound equipment or the Dow must rent it cutting into the bottom line.

**VII. OTHER: n/a**

**VIII. SCACCRC: CHERIE ARMSTRONG, SENIOR PROJECT MANAGER, GRANGER CONSTRUCTION:**

**1. Data Center Diffusers** – These are complete, and the inspection was passed.

2. **Other**

1. **Warranties** – All warranties started in August of last year upon hand over of the project. Tony has a binder with all the information.
2. **Lawn** – Tony stated that the lawn has never been taken care of by Murin, it is still all clover and weeds. Cherie stated that there is a 1-year warranty. Murin did supply a letter which stated they would be back in spring to do a weed spray, but per Tony they have not returned. Member Smith asked for pictures of the current lawn in case this needs to be escalated. Rachel will supply those. Member Smith advised Cherie to reach out to Murin and ask what they will be doing to rectify the situation and advised Tony to get a quote from another landscaping company to see what it would take to fix the issues.
3. **Oxygen Room** – Rachel stated that to meet fire code a fireproof room will need to be built in the receivables area. Once FY25 budget is finalized, we will look at how we can fit in the build out. Original scope of work was received from Kibbe. This included the original cost quote from Granger at \$27,000.

IX. **THE DOW EVENT CENTER: KEVIN MURPHY, GENERAL MANAGER, THE DOW EVENT CENTER**

1. **Ice Plant Cooling Tower Repairs** – Repairs are complete and going forward preventative maintenance (PM) will need to be monitored. There was a contract with John E. Green which was not renewed so there has been no PM since then. The nozzles got clogged and blew a hole through the tank. Contract will be negotiated and in place going forward.
2. **Capital Requests/2025 Budget** – This is in line with the priority list the Authority has for.
3. **Event Bookings** – Jo Koy was announced. We are looking at utilizing our regional booking manager out of Grand Rapids more. She is aggressive and that is what we need. Chair Hannah stated that the Board of Commissioners has communicated that the theater and the Jolt CU outdoor theater have been grossly underused and they would like to see some local talent.
4. **Other**
  1. **WiFi** – Member Batkoski stated that the WiFi was horrendous during the Memorial Cup. Kevin stated that the CHL and TSN most likely took resources from the public for their set ups, they had no complaints about it. Kevin also stated that there are conversations with the current vendor as the County paid a premium to ensure great connectivity.
  2. **Corner Issues** – Chair Hannah asked if there were any corner issues as we were originally told that nobody could occupy those spaces. Kevin stated that he met with Craig Goslin and the Fire Marshall, and they were given permission to use those areas.
  3. **Suites** – Member Batkoski asked if the suites were sold out at each game. Kevin stated, they were.
  4. **Memorial Cup Review** – Member Smith asked if there will be documentation from ASM on attendance, F&B sales, general numbers. Kevin stated yes. Chair Hannah stated that it would be advisable to go to the County Services Committee with a presentation of those stats and in general with operational reports. Member Batkoski voiced her appreciation and thanks for a job well done by ASM. Chair Hannah echoed the same sentiment. Member Smith stated that the staff was amazing and acted at a concierge level of customer service.

I. **OTHER ISSUES/CONCERNS:**

X. **NEXT MEETING:** July 11, 2024 at 10:30 a.m.

XI. **ADJOURNMENT:** The meeting was adjourned at 11:32 a.m.

**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.

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday August 1, 2024**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Mary Catherine Hannah, Leon Turnwald, AnnMarie Batkoski, Bill Smith  
Absent: Tim Novak  
Others: Sam Struble (Spence), Jake Golden (Spence), Kevin Murphy (The Dow Event Center), Shannon Kostal (Administrator's Office), Kelly Suppes (Purchasing/Risk Management), Tony DePelsMaeker (Maintenance), Koren Thurston (Finance), Jimmie Greene (Saginaw Spirit)

- I. CALL TO ORDER:** Chair Hannah called the meeting to order at 10:31AM
- II. PUBLIC COMMENT:** None
- III. APPROVAL OF MEETING MINUTES OF JUNE 6, 2024:** Member Smith made a motion to approve the meeting minutes of July 11, 2024. Member Turnwald supported. Motion passed (4-0).
- IV. OPEN ISSUES:**
- V. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS:**
  - 1. Parking Deck Signage** – Proposal from Barret Sign is \$16,972.10 for digital signage on Washington and Johnson streets. Dow is currently working on the naming rights for the signage. The proposal is good for 60 days. No action at this time, will wait for a change order.
- VI. MEMORIAL CUP 2024: SAM STRUBLE, PROJECT MANAGER, SPENCE BROTHERS:**
  - 1. Potential Change Orders**
    - a. PCO#086 – Contract Reconciliation** – Work was completed on a time and material basis. Cost (\$62,199.94)
    - b. PCO#087 – Exterior Door Work** Cost \$78,520.78
    - c. PCO#088 – Reconciling Reimbursable's.**
    - d. PCO#089 – Allowance Return (\$167,653.30)**

Member Turnwald made a motion to approve PCO#086 PCO#087, PCO#088, and PCO#089 Member Batkoski supported. Motion passed (4-0).

  - 2. Other:**
    - a. Storage** – Kevin stated that there are still storage needs not met, chairs cannot be stacked.
- VII. THE DOW EVENT CENTER: KEVIN MURPHY, GENERAL MANAGER, THE DOW EVENT CENTER**
  - 1. Monthly Recap** – August is a slower month. Upcoming events are Aaron Lewis, Movie Under the Stars, Brad Williams, Spirit training camp. Consumers will take the Dow offline on 8/3-8/7 and the ice will go in on 8/17. Red Room bookings include the Nutcracker, REO Speedwagon and Rock Orchestra by candlelight.
  - 2. Other:**
    - a.Sam recommended that kitchen equipment is checked to ensure that it is ok with the shutdown. During Covid a lot of equipment was damaged.
- I. NEW ISSUES/CONCERNS:**
  - 1. SCACC Grass** – Kelly asked Tony how the grass was, Tony responded it's all weeds.
- VIII. NEXT MEETING:** Thursday, September 5, 2024 at 10:30 a.m.
- IX. ADJOURNMENT:** The meeting was adjourned at 10:49 a.m.

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday September 5, 2024**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Mary Catherine Hannah, Leon Turnwald, Tim Novak, Bill Smith  
Absent: AnnMarie Batkoski  
Others: Sam Struble (Spence), Kevin Murphy (The Dow Event Center), Jaime Ceja (Administrator's Office), Kelly Suppes (Purchasing/Risk Management), Tony DePelsMaeker (Maintenance), Koren Thurston (Finance), Sheldon Matthews (Board of Commissioners)

- I. CALL TO ORDER:** Chair Hannah called the meeting to order at 10:33AM
- II. PUBLIC COMMENT:** None
- III. APPROVAL OF MEETING MINUTES OF AUGUST 1, 2024:** Member Novak made a motion to approve the meeting minutes with change to section VII.1 (name spelling) of August 1, 2024. Member Smith supported. Motion passed (4-0).
- IV. OPEN ISSUES:**
- V. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: SAM STRUBEL, PROJECT MANAGER, SPENCE BROTHERS:**
  - 1. Parking Deck Signage** – No update at this time.
  - 2. Potential Change Orders**
    - a. PCCO#023**
      - i. PCO#084 – Return phase one contingencies and allowances** – This will close out the 1<sup>st</sup> phase of the project. Kevin stated that the County Seal is still outstanding. Koren stated that we can close the project and use the millage funds for the seal cost. Cost **(\$11,304.73)**

Member Novak made a motion to approve PCO#084. Member Smith supported. Motion passed (vote 4-0).

- VI. MEMORIAL CUP 2024: SAM STRUBLE, PROJECT MANAGER, SPENCE BROTHERS:**
  - 1. Potential Change Orders**
    - a. PCCO#019**
      - i. PCO#090 - Return phase 2 allowances – Cost (\$8,367.56)**
      - ii. PCO#091 – Mobile locker room design** – Sam stated that he neglected to include these costs in the original PCO. These are design costs for Kibbe. After this PCO the project can be closed. Member Turnwald stated that he believed the Spirt was going to allocate money to this project. Chair Hannah stated that unfortunately there was nothing captured in writing. We have identified in the budget where these monies will come from.

Member Smith made a motion to approve PCO#090 PCO#091. Member Novak supported. Motion passed (vote 4-0).

- 2. Other:**
  - a. Mobile Locker Room** – Member Smith asked if this would generate revenue and can it be tracked. Kevin stated that he cannot place a value on it but will track how often it is used.
  - b. Theater** – Chair Hannah stated that there are two options for the Theater renovations. We can keep it as phase 3 of the original project or we could start a new project, the items



that are being discussed were part of the original project. Member Smith stated that the pro to going into phase 3 with the current contractor is that they are familiar with the project already. Koren stated that there are separate bond issues for each project so the financing can be set up to accommodate a phase 3, which would come from millage funds. Sam stated that a budget should be ready within 2 weeks.

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

1. **Past Event Recap** – Aaron Lewis set a F&B record for the theater. Ice is down and there have been no issues.
2. **Event Preview** – Spirit held their BBQ outside and will host the season opener on September 25<sup>th</sup>.
3. **Operational Update** – Looking at the Evolve security system. Kevin has been invited to install and use it on September 26<sup>th</sup> and 27<sup>th</sup> at the Spirit home opener. Kevin will send info to Jaime, and she will distribute to Building Authority.
4. **New Bookings** – There is a Christmas Eve comedy show coming and an arena sports entertainment show coming.
5. **Other:**
  - a. **Ribbon** - Member Smith asked if we could use the ribbon to advertise non-Spirit related items. Kevin stated, yes, he can assist in arranging that. It could be used for “walk-in”, intermissions and “walk-out” portions of an event.
  - b. **Pizza Oven** – Member Smith asked if there is a contract with Jets. Kevin stated yes, it’s yearly with an exit clause.
  - c. **Market Style Concessions** – Sam stated that he looked a stand 5 with Ethan and Crystal. They are looking to renovate into a market style concession, a grab and go vs. line up style.
  - d. **Parking Deck** – Member Novak asked if the paint had been addressed. Sam will follow up.
  - e. **Vehicles** – Kelly Suppes stated that she received an email from Ethan regarding the truck at the Dow. It was serviced by Jeremy at Mosquito and deemed to be unsafe as there is a frame issue. Kevin stated that Kelly Studer asked for a vehicle to be placed on the Capital Improvement plan. Kelly Suppes stated that the County owns the vehicles, and she is looking at inventory to see if there are any other departments getting rid of their vehicles.
  - f. **Memorial Cup** – Chair Hannah stated that Kevin presented an update to the Board of Commissioners and Annie Rummel is also putting together a final economic impact report to report to the Spirt and the Board of Commissioners.

#### **I. NEW ISSUES/CONCERNS:**

1. **SCACC Grass** – Tony stated that the vendor was paid out and the contract is closed. At this point it is an operational issue and has been turned over to Director Horton.

#### **VIII. NEXT MEETING:** Thursday, October 3, 2024 at 10:30 a.m.

#### **IX. ADJOURNMENT:** The meeting was adjourned at 11:10AM.

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday October 3, 2024**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Mary Catherine Hannah, Leon Turnwald, Tim Novak, Bill Smith, AnnMarie Batkoski

Absent:

Others: Jake Golden (Spence), Kevin Murphy (The Dow Event Center), Jaime Ceja  
(Administrator's Office)

**I. CALL TO ORDER:** Chair Hannah called the meeting to order at 10:30AM

**II. PUBLIC COMMENT:** None

**III. APPROVAL OF MEETING MINUTES OF SEPTEMBER 5, 2024:** Member Novak made a motion to approve the meeting minutes of September 5, 2024. Member Turnwald supported. Motion passed (5-0).

**IV. OPEN ISSUES:**

**V. THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS:**

1. **Parking Deck Signage** – No update at this time. Holding until naming rights have been determined.

2. **Project Update** – Project has been closed out however there is one invoice outstanding for work to door frames. Invoice will be sent to Koren and Kelly.

3. **Elevator Standards** – State guidelines have come out that may require updates to elevators. Does not believe this will impact the Dow elevator as it's so new.

**VI. THE DOW EVENT CENTER – MEMORIAL CUP PROJECT – JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**

1. **Potential Change Orders**

a. **PCCO#020**

i. **PCO#092- Additional Costs** – Covers Integrity Interiors/Acoustical for the locker room areas, bulkhead areas. **Cost \$8,989.38.**

ii. **WillScot Mobile Mini Rental – Cost \$5,519.40.** Chair Hannah stated that she was under the impression that approval was given to purchase the mobile. Jake stated that was what he recalled also, but the agreement was never signed so an invoice was never sent and therefore not paid, which is why this rental fee is still being assessed. Cost for Mini Mobile is \$139,921.06. Chair Hannah asked if we paid the \$139,921.06 would we still have to pay the \$5,519.40? Jake stated he would check. Chair Hannah stated she would sign the agreement and get it to WillScot today.

iii. **John E. Green – AC repair \$390.40**

Member Smith made a motion to approve PCO#092. Member Batkoski supported. Motion passed (vote5-0).

2. **Other:**

a. **Phase 4 Budget** – Kibbe is still working on it and should have something ready in November. Member Smith confirmed Phase 4 is the sound system, lighting, theater, including lobby, and red room.

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

1. **Past Event Recap** – Met with Lee Brice Promoter. Spirit opened with their banner raising. Book of Mormon was in the theater and Mercy Me had about 5,200 in attendance. Member Batkoski stated that she was in attendance at Book of Mormon and Dow staff managed the Spirit game and theater side well.
2. **Event Preview** – Disney on Ice, Jo Koy, and Spirit games are on the schedule.
3. **Operational Update** – The Chamber offered a LED upgrade deal with OEO Energy which included switching regular lighting with LEDs at no cost. Working with the Fire Marshall on opening the suites for concerts and shows. Fire Marshall has already approved the old loge area.
4. **EVOLV Security Demo** – Scheduled for October 26 and 27, all are welcome to attend. Member Smith asked who benefits from these. Kevin stated both the Dow Event Center and the Spirit. Kevin will see if we can look at splitting cost with the Spirit.
5. **New Bookings** – Christmas Vacation, Nitro Circus, Leanne Morgan, the Harlem Globetrotters, and Clint Black on the horizon.
6. **Other:**
  - a. **Parking Deck** – Kevin will follow up and, make sure the painting was addressed.
  - b. **Temporary Enclosures** – The Fire Marshall said they had to come down. Mary Catherine will speak to Tony in Maintenance and see if he and his team could do this.

### **I. NEW ISSUES/CONCERNS:**

**VIII. NEXT MEETING:** Thursday, November 7, 2024 at 10:30 a.m.

**IX. ADJOURNMENT:** Member Novak made a motion to adjourn the meeting. Member Turnwald supported. The meeting was adjourned at 10:52AM.

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday November 7, 2024**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Mary Catherine Hannah, Leon Turnwald, Tim Novak, Bill Smith, AnnMarie Batkoski  
Absent:  
Others: Kevin Murphy (The Dow Event Center), Jaime Ceja (Administrator's Office), Tony DePelsMaeker (Maintenance), Koren Thurston (Finance)

- I. CALL TO ORDER:** Chair Hannah called the meeting to order at 10:34AM
- II. PUBLIC COMMENT:** None
- III. APPROVAL OF MEETING MINUTES OF OCTOBER 3, 2024:** Member Turnwald made a motion to approve the meeting minutes of October 3, 2024. Member Batkoski supported. Motion passed (5-0).
- IV. OPEN ISSUES:**
- V. THE DOW EVENT CENTER – PHASE 4 RENOVATIONS – SAM STRUBEL, PROJECT MANAGER, SPENCE BROTHERS**
  - 1. Other:**
    - a. Finance** – Koren stated that the original project is not closed out yet, she is waiting on final billing from Spence.
    - b. Mobile Locker Room** – There was some confusion, but it should all be settled now. Payment has been sent.
- VI. THE DOW EVENT CENTER – KEVIN MURPHY, GENERAL MANAGER, THE DOW EVENT CENTER**
  - 1. Past Event Recap** – Mercy Me was a sold-out show. There were 4 Spirit games that had a decent turnout as well. Disney on Ice had a great run. Jo Koy, comedian, first time at the Dow and was practically sold out. Afterwards Jo Koy's promoter took a tour of the facility, and we are working with him to get Gabriel Iglesias. There were a few graduations in the red room as well.
  - 2. Upcoming Event Preview** – Looking forward to 8 Spirit games. Tonight's game is at about 2500 in attendance. Nitro Circus is on Tuesday and REO Speedwagon is on Wednesday.
  - 3. Operational Updates** – Waing on updated quote for capital projects/theater. Would love to have this started by January. Upcoming is bull riding, circus and Globetrotters.
  - 4. Other:**
    - a. Premium Level Suite** – Plumbers and pipefitters union bought out the suites and then gave away seats to local groups. Received such great feedback that they are looking for more ways to partner with the Dow. Working with the Fire Marshall to allow us to use suites at all events. Issues are Pyro (smoke rising and no exhaust) and fire sprinklers.
    - b. Accordion Doors** – Chair Hannah asked if they were down. Kevin stated he will check.
    - c. Temporary Enclosure** – Tony sent Maintenance to look at the enclosure and his team does not have the bandwidth to dismantle the enclosure right now. Kevin stated he meets with the Fire Marchall today and will discuss specifically what needs to be done because it all relates to fire code. Member Turnwald suggested that rather than try and attach this project to the original project we bid it out and then close it. Kevin will check with Sam, Spence Brothers and see what he thinks the cost estimate would be. Member Batkoski stated that if it's a smaller project, it may not have to even be bid out.

- d. **Evolve Demo** – Went very well, staff enjoyed using them, one out of thirty people were flagged for secondary search. The machines themselves open the space and are far more resilient and even waterproof. Waiting on quote.

**I. NEW ISSUES/CONCERNS:**

1. **SCACCRC Closeout** – There has been issues raised by Commissioner Piotrowski, the loud pipe banging, water pressure, flooring and grounds. He is of the opinion that the County should go back to Granger and try to collect. Chair Hannah stated that no matter what project you do when you build a new building there will be a break in period, a time to figure out how everything works. You will find things that don't work as they were intended to work. The project is 100% closed out, is it the Building Authority's opinion that we should go back to the builder? Member Batkoski stated that on every project, the builder say's it's the architect's fault and vice versa. We are over a year out (August 2023) from move in. Any warranties that were existing are out. To go back now will cost far more than the fixes we may have to make. Chair Hannah stated that fixes now become operational budget.
2. **SCACCRC Lawn** – Tony stated that Murin did come back out and look at the lawn, their stance was that they did what was contractually required. Tru-Green came out and gave a quote for \$3,000.00 to fix it. He gave Rachel that information. They did replace the shrubs that died within a year under the contract. Member Turnwald stated that people who were on this project from the beginning, previous director and controller are no longer here and that will be the vendors fall back, we advised in one direction and they went in another. Chair Hannah stated that this will be an operation budget item, perhaps there are some community members who can donate or assist with funding.

**VII. NEXT MEETING:** Thursday, December 5, 2024 at 10:30 a.m.

**VIII. ADJOURNMENT:** Member Turnwald made a motion to adjourn the meeting. Member Smith supported. The meeting was adjourned at 11:11AM.

# SAGINAW COUNTY BUILDING AUTHORITY

## REGULAR MEETING MINUTES

Date and Time:	Thursday, December 5, 2024 * 10:30AM
Location:	Saginaw County Governmental Center 111 S. Michigan Avenue, Saginaw, MI 48602 Board Room 200
Council Members Present:	Mary Catherine Hannah, Bill Smith, AnnMarie Batkoski, Leon Turnwald
Council Members Absent:	Tim Novak
Others in Attendance:	Jaime Ceja (Administrator's Office), Jake Golden (Spence Brothers), Kevin Murphy (Dow Event Center), Koren Thurston (Administrator's Office), Tony DePelsMaeker (Maintenance), Sam Struble (Spence Brothers), Andrew Klaczewicz (IT)

- I. **CALL TO ORDER:**  
Chair Hannah called the meeting to order at 10:32AM.
  - II. **PUBLIC COMMENT:** N/A
  - III. **APPROVAL OF MEETING MINUTES:**  
Member Batkoski made a motion to approve the meeting minutes from November 7, 2024. Member Smith supported. Motion passed (4-0).
  - IV. **OPEN ISSUES:**
    1. **THE DOW EVENT CENTER – PHASE 3 THEATER RENOVATIONS PROJECT – SAM STRUBLE, PROJECT MANAGER, SPENCE BROTHERS**
      - a. Other
        - i. Final invoicing of original project (phase 1 & 2)
          1. **PCCO#022 – Memorial Cup**
            - a. PCO#093 – Willscot invoices for June – October before purchase of unit. Sam spoke to them this morning and is 90% sure they will remove the October invoice. This amount reflects June – September. Close out can happen after this invoice is paid.
          2. **PCCO#024 – Parking Garage**
            - a. PCO#085 – The is a formality moving funds between codes to balance. Final change order to the original contract.
- Motion to approve PCCO#022 and PCCO#024 was made by Member Turnwald and supported by member Batkoski. Motion passed (4-0).
- b. **Theater Renovations Budget** – This will be complete and presented at the January Building Authority Meeting.
  - c. **Temporary Enclosure** – This will be removed next week with the Building Authority's approval. There is a small amount of electrical to be removed and an electrician will be used. This small job will be kept outside of the project.
  - d. **Accordion Doors** – Chair Hannah asked if they were still in place. Kevin stated yes. Chair Hannah asked Sam if they could also be removed then the temporary enclosure is removed. Sam stated yes.
2. **THE DOW EVENT CENTER – KEVIN MURPHY, GENERAL MANAGER, THE DOW EVENT CENTER**
  - a. **Past Event Recap** – The Spirit are doing well, Nitro Circus did well, REO Speedwagon did very well. Member Batkoski asked if the WiFi was doing ok,

she was at a game and it was horrible. Questioned what we paid for with Mobillite. Kevin stated that there was a lot done for the media suites at the Memorial Cup but will check to see what/where the coverage is and how much we should have. Bolden is looking at the area and cell companies have voiced interest in setting up cell towers.

- b. Upcoming Event Preview** – The Nutcracker, Spirit games are selling very well. Christmas decorations are up.
- c. Operational Updates** – Attended the percolator breakfast today, gave a tour of the arena to Heritage High School kids who are interested in sports management. Currently more cameras are being installed.
- d. New Bookings** – Bull riding circus, Abba tribute, monster trucks, Elton Rohn, Nate Bargatze and Sal Volcano are all on the schedule.
- e. Parking Deck** – Chair Hannah has been asked about parking at the Dow parking deck. Looking at Monday-Friday passes and possible 24 hr passes. Huntington bank building purchase has closed and will be residential and business use. Kevin stated that the 1<sup>st</sup> floor is still closed off for storage and higher SUV's and vans may not fit. Kevin will look into it. Member Smith stated that this has been looked at before and the issue was the cost didn't line up with the possible revenue, the liability and having no security was also an issue.

**V. NEW ISSUES- N/A**

- 1. 2025 Meeting Schedule - Attached

**VI. NEXT MEETING**

- 1. Next meeting will be held Thursday, January 2, 2024 at 10:30AM.

**VII. ADJOURNMENT**

- 1. Member Batkoski made a motion to adjourn. Member Smith supported. The meeting ended at 10:58AM.