

**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.