

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.