

**Meeting Minutes**  
**Saginaw County Building Authority**  
**Thursday, July 7, 2022**  
**County of Saginaw Courthouse – Boardroom 200**  
**111 S. Michigan Avenue, Saginaw, MI 48602**

Present: Robert V. Belleman, Tim Novak, Leon Turnwald, Bill Smith  
Absent: Ann-Marie Batkoski  
Others: Carl Ruth (BOC Chairman), Jake Golden (Spence), Ben LeBlanc (Granger), Cherie Armstrong (Granger), Tony DePelsmaeker (Maintenance Director), Norm Bamberger (MMIA), Jon Block (DOW), Bonnie Kanicki (SCACC), Kelly Suppes (Purchasing/Risk) Jaime Ceja (Controller's Office)

- I. **CALL TO ORDER:** Chairman Belleman called the meeting to order at 10:33 a.m.
- II. **PUBLIC COMMENT:** None
- III. **APPROVAL OF MINUTES OF June 2, 2022:** Member Novak moved to approve June 2, 2022 meeting minutes, seconded by Member Turnwald. Motion passed.
- IV. **THE DOW EVENT CENTER CAPITAL IMPROVEMENT PROJECT: JAKE GOLDEN: SPENCE BROTHERS**
  1. **Potential Change Orders:**
    - a. **PCO #031:** Fire Alarm Work: During rooftop work, fire alarm company was called to standby in case of accidental trigger. Siemens is the manufacturer and Vanguard services the alarms. It was determined that parts are old and cannot be replaced. Total - \$4,261.00
    - b. **PCO #032:** Cooling Tower Chemical Treatment System: Chemical treatment system is currently set to treat water daily with no option to test and determine if water needs to be treated. Upgrade to new system that can test and dispense chemical if necessary. Total - \$3,253.62
    - c. **PCO #033:** Parking Deck Signage: Existing signage has not been replaced in quite some time and is showing its age. To keep the old with all the deck upgrades is aesthetically unpleasing. Total - \$910.50

Member Turnwald moved to approve PCO's 031, 032, and 033. Member Novak supported. The motion passed (4-0).
  2. **Project Schedule:** Finishing the parking deck, Pullman said they are done pouring concrete and are 4-5 days behind. They are finding repairs that can be done within the budget. The deck is being cleaned and prepped for traffic coating, (an epoxy that covers repours and steel that is not epoxy coated) and striping. Epoxy is durable compared to concrete with no additional monies out of the budget. They will be starting at the top and working down. Jon wants to use the parking deck as soon as tomorrow 7/8. Will be obtaining a schedule that includes job time, cure time and completion.
  3. **Elevators:** Crew was supposed to be on site this week, this is now moved to next week due to staffing issues.
  4. **Landscaping and fencing:** This should be done within the week.
  5. **Budget:** Good shape, unspent contingency = 482K.

6. **Chiller:** Temporary chiller will be ready for use on August 1. Spence is still in talks with American Arena and their lawyers. Mediation will take place in early August. Spence is attempting to have a 3<sup>rd</sup> party inspect and confirm that the motors are operable. Member Smith positively acknowledged Spence in dealing with this situation and their commitment to getting it rectified. Local contractor will be trained in how to maintain the permanent chiller.

**V. SCACC RESOURCE CENTER: BEN LEBLANC and CHERIE ARMSTRONG: GRANGER**

1. **Roof Top Efficiency:** Ecker Mechanical is attempting to secure a Federal Energy Credit. The County has been contacted by the “alliantgroup” to sign a document stating that Ecker Mechanical installed the equipment and should receive the section 179D deduction for the SCACC Property. How is the credit determined?
2. **Potential Change Orders:**
  - a. **PCO #12: Sidewalk Modification:** Order to change the sidewalk layout and sizing around the electrical equipment. Total - \$360.00
  - b. **PCO #13: Generator Transfer Switch:** To install a new 800 amp disconnect to give existing Asco dock station overcurrent protection. Original design was to have all in one means of connecting the generator if needed. The disconnect and connect switch would ideally be in the same equipment. This is for the shelter generator only and does not include the IT equipment are in the building. Chairman Belleman stated that this is a 24 hour a day operation with live animals, why would an automatic generator not be included in the original specifications? Ben will reach out to Kibbe and find out why an automatic generator was not included in the original plans. The IT generator is 125 amp/natural gas. Member Smith inquired if we could enlarge the IT generator and have it power the entire building. Ben will see where that generator is; if it has been ordered and if changes could be made. Four choices below:
    1. Eliminate the Asco dock station and install a service rated Trystar TMTZ-2 Total - \$14,305.00
    2. Eliminate Asco docking station would eliminate 10K
    3. Leave Asco docking station and install quick connect – This would be manual operation – Total - \$8K
    4. Eliminate 400 amp 1 line breaker and either a 400 amp disconnect or a 400 amp plug for the generator and install a kirk key interlocking kit which would be approved by the inspector. Total - \$5K with a 5K credit from the Asco. = \$0.00
  - c. **PCO #14: Grouting above southwest windows:** There was no grouting in the original plans. Total - \$968.00
  - d. **PCO #15: Eliminate floor drains and vents in the clinic areas:** Floor drains (qty 12) were proposed to be installed in the clinical area with no plan on how to vent them. They were removed from the project. PCO is the cost to remove them after they were already installed (9). The fix was to slope the concrete in the garage to drain. This change was made without the approval of the Building Authority. Chairman Belleman noted that changes should not be made without the consult of the Building Authority who is ultimately responsible to oversee the project. If immediate decisions need to be made, they need to go to Chairman

Belleman and he will disseminate to the Building Authority members as necessary to get an immediate response.

- e. **PCO #17: Temporary sign on Bay Road:** 4x6 “Home of future SCACC” with rendering of the new building. The digital sign currently in use at 1312 Gratiot is to be moved to the new location, it could be taken now.

Member Smith moved to approve PCO’s 12,14,15,17. Member Novak supported. The motion passed (4-0).

- 3. **Budget:** 409K in contingency. Approved 82K / 36K pending / 291K left in contingency.
- 4. **General Update:** Cherie Armstrong – Closing the front of the building and starting on the roof/exterior. Underground work is complete. All load bearing walls are done and non-load masonry will be done by mid-August. No issues with neighbors, parking etc...
- 5. **Other:**
  - a. Fiber, conduit, routing - Tony DePelsmaeker questioned the fiber provisions, conduit and routing. Ben confirmed that there is conduit going out onto Ashley Lane.
  - b. Supply Deliveries – Kelly Suppes asked that deliveries be sent to the new shelter address, 1312 Gratiot is receiving boxes. Ben will advise Ecker and Van Herweg.
  - c. Storage – Cherie, Bonnie, Patterson Vet Supply, and Dr. Kline will be meeting tomorrow to discuss storage for medical equipment. Ben offered to see if he can secure a storage container on site. Concern would be temperature, with digital/electronic equipment.

## VI. **DOW EVENT CENTER – JON BLOCK, GENERAL MANAGER**

### 1. **Capital Proposals for 2022/2023:**

- 1. **Replace and/or Migrate Outdated Fire Alarm System:** Migrate is just replacing some parts, not the entire system.
- 2. **Replace Drop Ceiling in Arena and Venue Hallways/Dressing Areas:** Recommend drop ceiling in arena be done first and hallways and dressing areas at a later time. Get quote to do the job in parts. This is a safety issue as 2 sections of the ceiling have fallen in the past. 1.2M was the arena ceiling number and 105K was the hallways/dressing areas number.
- 3. **Install Handrails in Upper Bowl of Arena**
- 4. **Replace Arena Insulated Floor:** Corners are cut, they slip and slide. They are generally unsafe and cause a trip hazard. The idea would be to keep the old ones and use them when there is an event that would utilize floor cover and use the new floor for events where the floor will be exposed.
- 5. **Install Point of Sale/Inventory System:** Equipment has been reserved (non binding). Member Smith asked why it’s # 5, why so low on the list? Jon stated he prioritized safety over revenue.
- 6. **Overhaul Theater HVAC System Air Handlers:** One of Six – Original to facility. 6 shells in the theater side. Inside is the HVAC system. To replace shell’s you would have to demo the building. Recommendation is to replace the internal components of the shells. Cooling over stage is inoperable. Can we do one per year? John E. Green is 80K per shell. Proposing to do stage 1<sup>st</sup>.

7. **Red Room Lighting Replacement:** Dark, fixtures need to be replaced as parts are unavailable, whole fixtures would need to be replaced.
  8. **Replace Ten 20/25 Ton RTU's Throughout Facility:** Replaced 4 on rooftop, replaced 1 due to lightning strike. This should not impact the roof. They should be sitting on curbs.
  9. **Repair Plaster Damage Throughout Facility :** Leak repair from old roof, theater and atrium specifically. There is water damage over mural, HVAC ducts in atrium, peeling paint. Damage on wall high above acoustical shells. Cosmetic job.
  10. **Repaint the Jolt Credit Union Even Park Pavilion:** Want to hold off at this time, checking with Jehovah witness group who comes each year. They supply the labor, we supply the supplies.
2. **Operational budget:** As of May is under 500,000K deficit. We have money in our capital. Reprioritizing list, Insurance went through and assessed safety concerns. How do you prioritize? Is it safety/Liability? Is there a report from Dow Event Center Insurance company? Are the items on this list categorized in that report? Can we see a copy?
  3. **Security:** Chairman Belleman asked about security cameras in the parking deck– Are there cameras in the parking ramp now? Norm Bamberger stated that parking cameras are always encouraged but will most likely have no effect on or reduce liability cost. We received an exception from the city Fire Marshall to put extinguishers in stairwells due to vandalism. What about using 24hr. on site security? Is it worthwhile? Jon acknowledged the parking deck cameras and security and stated that guest experience concerns are important but, these items are functional and if they go down/fail the Dow may be forced to close until repairs are made.
  4. **Zambonis:** Will go out this month to be inspected and repaired. 100-120K to replace. What is the remaining life expectancy on those?
  5. **Point of Sale/Bid's:** Jon to work with Kelly on getting bids, the County's purchasing policy needs to be followed.
- Member Smith made a motion to bid jobs 1-5 (See Above) and report back to the Building Authority, and in conjunction with Kelly Suppes, accept a bid for the Point of Sale. Member Novak supported. The motion passed (4-0).
6. **Fire Door:** Replaced a few weeks ago, this is complete. \$8,200.00
  7. **Wireless Proposal:** Kelly is working through getting RFQ.
  8. **Party Deck:** Upper deck (100 person max) installed in January and was used 11 out of 18 games. There were quite a few games moved this year and the team finished 2<sup>nd</sup> to last in the league. Need to address heat getting trapped between the floor and ceiling, currently using fans to move heat.
- VII. OTHER ISSUES/CONCERNS:** Jail/rainwater penetrating the basement. Spence Brothers is addressing, recommend removing rocks and replacing with concrete. Maintenance has not investigated yet, but we need to get the roof water away from the building.
- VIII. NEXT MEETING** – August 4, 2022 at 10:30 a.m.
- IX. ADJOURNMENT:** Member Smith moved to adjourn the meeting; supported by Member Turnwald. The meeting was adjourned at 12:03 p.m.