

# SAGINAW COUNTY BUILDING AUTHORITY

## REGULAR MEETING MINUTES

Date and Time:	Thursday, March 6, 2025 * 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), Andrew Klaczewicz (IT), Jack Tany (Board of Commissioners), Tony DePelsmaeker, (Maintenance), Kelly Suppes, (Purchasing/Risk), Koren Thirston (Finance Director)

- I. **CALL TO ORDER:**  
Chair Hannah called the meeting to order at 10:33AM.
- II. **PUBLIC COMMENT:** N/A
- III. **APPROVAL OF MEETING MINUTES:**  
Member Batkoski made a motion to approve the meeting minutes from February 6, 2025. Member Turnwald supported. Motion passed (4-0).
- IV. **OPEN ISSUES:**
  1. **THE DOW EVENT CENTER – PHASE 3 THEATER RENOVATIONS PROJECT – JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**
    - a. **Project Priority List** – Spence met with Kevin and Ethan from the Dow and then took the priority list to Kibbe and asked them to design all projects as 1 design. This will make it easier to split projects when the final priority list is approved. In March a final list with firm budget numbers will be presented.
      - i. **Project Priority List**
        1. Kibbe gave a cost to design everything on the priority list that was supplied by Kevin and Spence. Storage Pole Bard – The cost is only construction admin because the design was already complete. The sound system is lower in cost because it was determined that the system first proposed was too much for the existing infrastructure. Preconstruction costs would add \$20,000 and would need to be added to the project total. Chair Hannah asked if the project was looked at in phases, possible two to three years. Kevin stated that it makes sense to look at it again and determine what projects are in direct correlation with each other. Member Smith asked if it was Spence hiring Kibbe and asked about contingency. Jake stated yes, they would be hiring Kibbe and there is a contingency built in, to account for inflation and any extra costs. Jake will ask Kibbe if they have theater experience, they would be working with vendors who are experts in their field, like Simone. Kevin stated the projects with the most priority are Fly Rail, Audio, Lighting and Bathrooms would be number one for customer facing projects. If the budget is approved today, we can design a timeline and based on lead times it may push us into 2026, making this a multiyear project.

Member Smith made a motion to approve \$160,000 for design and preconstruction costs. Member Batkoski supported. Motion passed by vote (4-0).

**2. THE DOW EVENT CENTER – KEVIN MURPHY, GENERAL MANAGER, THE DOW EVENT CENTER**

- a. Past Event Recap – 3 on 3 basketball tournament was held, and they want to come back, looking at a yearly commitment. Rock Orchestra did very well, sold out and feedback was great. Red Room lighting updates helped the Dow Job Fair. The floor is not a concern. Clint Black concert did very well as did monster trucks. Member Smith asked about food quality and Kevin stated he hadn't had any complaints. Member Batkoski commented that the Evolv security system is wonderful.
- b. New Bookings – Announcing a theater production on Monday as well as a country concert.

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

**1. Other**

- a. Member Smith announced that he heard from Tim Novak and his surgery went well.
- b. Chair Hannah announced that the Surgical Center at Animal Control will be having a Grand Opening on April 30<sup>th</sup>. Chair Hannah confirmed that the process for a project to come to the Building Authority would be to go through the Board of Commissioners. Member Smith stated that in the past, the Administrator would go to the BOC with the project, and they would assign the project to the Building Authority. Chair Hannah stated that it would be helpful for our Department Heads if this was still the case. Looking at the Commission on Aging project and how the Authority would be helpful for Jessica to have as a reporting committee.
- c. FOIA Requests – Kelly stated that there is a FOIA request that is asking for design specs for the Animal Control building. Civil Counsel has stated that we would have to provide anything that was presented at a public meeting, including building plans. The bid specs would have come from Granger to be presented. Chair Hannah asked what was presented at a Building Authority meeting. Assuming that the plans would have to come before the authority, there should be record of it. Kelly will work with civil counsel on determining what needs to be included.

**VI. NEXT MEETING**

- 1. Next meeting will be held Thursday, April 3, 2025 at 10:30AM.

**VII. ADJOURNMENT**

- 1. Member Smith made a motion to adjourn. Member Batkoski supported. The meeting ended at 11:16AM.