

SAGINAW COUNTY BUILDING AUTHORITY

REGULAR MEETING MINUTES

Date and Time:	Thursday, September 4, 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, Tim Novak
Council Members Absent:	AnnMarie Batkoski-Sullivan, Leon Turnwald
Others in Attendance:	Jaime Ceja (Administrator's Office), Kevin Murphy (Dow Event Center), Andrew Klaczkiwicz (IT), Tony DePelsMaeker (Maintenance), Kelly Suppes (Purchasing/Risk), Koren Thurston (Finance Director), Jessica Sargent (Commission on Aging), Jake Golden (Spence Brothers), Jack Tany (BOC), Terry Gregory (R.C. Hendrick & Son), Sheldon Matthews (BOC)

- 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 Novak made a motion to approve the meeting minutes from August 7, 2025 with a spelling correction to section 5.e. Member Smith supported. Motion passed (3-0).
- IV. **OPEN ISSUES:**
 1. **THE DOW EVENT CENTER – PHASE 2 CAPITAL IMPROVEMENTS – JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**
 - a. **Project Update Phase 2 Signage** – Proposed budget from Higher Image is \$18,150.00. This is for a new sign that will be 12-15 feet off the ground for better visibility. This will most likely have to be permitted and approved by the City of Saginaw. Sign panels are replaceable, and the sign can say whatever the County chooses. The proposal does not include sidewalk repair and if this is the route we go, Jake will speak to the City of Saginaw about who is responsible for repairing the sidewalk. Chair Hannah stated that it should state “parking” or have the universally known “P” for parking. Member Smith asked about getting a digital programmable sign. Jake stated that the cost of a digital programmable sign would depend on functionality and whether its LED lights, approximate cost is \$50,000.00 for a 2-foot by 5-foot sign, 4G modem, programmable sign. Kevin stated that what they currently have tends to go out about every 3 years. There is a new panel and switch access that would handle the load of new signage. Andrew stated that programming may be a challenge. Chair Hannah asked Kevin to look at both signs and determine if the cost of the programmable sign is worth it. Mr. Tany asked if putting the County logo on the sign was a thought. Chair Hannah stated that she would have to look at the naming rights and see if it would be allowed.
 - b. **Other**
 - i. **Naming Rights** – Kevin stated that the Dow is looking at a 5-year agreement vs. the 10 they have done in the past.

2. **THE DOW EVENT CENTER – PHASE 3 CAPITAL IMPROVEMENTS – JAKE GOLDEN, PROJECT MANAGER, SPENCE BROTHERS**
 - a. **Update** – Meeting with Dow, Kibbe, and Spence. Kibbe will be presenting Spence a package that includes everything but the sound system. The Dow is working directly with Simone on the sound system. Mary Catherine stated she needs a contract for Simone and questioned what the useful life of the system is as this will be needed for the capital plan. Kevin will check with Simone.
 - b. **Millage** – Chair Hannah had Koren look back at the millage. Property tax has gone up over the years, in 2000 millage revenue was 1.1 million and in 2025 it was 2.8 million. However, expenses have also increased and because we are still paying on the scoreboard (2031) and the ribbon (2034) we have debt service of \$164,000 off the top. We also have escalators in the ASM contract. We pay them a base price then +/- incentives. We do have a fund balance but when the millage is up for a vote there is no guarantee it will pass again. 2023 was not in deficit, 2024 was and 2025 is looking good right now but we have not paid the incentives yet.
3. **MARIE DAVIS SENIOR CENTER - RENOVATIONS – JAKE GOLDEN, PROJECT MANAGER. SPENCE BROTHERS**
 - a. **Outstanding Issues Update** - The Punch list is going well, finished 6-7 items, the fascia is still on the list. Will need the architect to look at a few things before determining what to do about the fascia. Furniture has been picked out and there are about 25 people (patrons) a day. Jake will set up meeting regarding the electrical work. Mr. Matthews stated that he was there and the feedback from citizens has been really great. It's beautiful, updated and people like it.
 - b. **Other**
4. **ELEANOR FRANK SENIOR CENTER - RENOVATIONS PROJECT – TERRY GREGORY, PROJECT MANAGER, R.C. HENDRICK & SON**
 - a. **Project Update** – Terry revised the budget, and the project is moving along. Contracts are being finalized this week and working on a final schedule. The starting date will be September 22 or 29. Jessica stated that they should be able to operate while work is going on. They have looked at a refrigerated truck so food can be kept cold while the kitchen work is happening.
5. **THE DOW EVENT CENTER – KEVIN MURPHY, GENERAL MANAGER, THE DOW EVENT CENTER**
 - a. **Past Event Recap** – Movies under the stars in August had a good turnout. Russel Dickerson was almost rained out by thunderstorms, but they held off. Ice was built and the Spirit started training camp.
 - b. **Upcoming Event Preview** – Disney on Ice starts soon and the Spirit season starts September 20.
 - c. **Operational Updates** – ASM has merged with Legends Hospitality. New name will be Legends Global. This is a great asset to have, they have a hand in merchandising and specialize in services outside the venue. Member Smith asked for a list of services they provide.
 - d. **New Bookings** – Toby Mack's only Michigan stop is coming up and a sell out is expected.
6. **COURTHOUSE – HVAC PROJECT – TONY DEPELSMAEKER, MAINTENANCE DEPARTMENT**
 - a. **Project Update HVAC** – There was a three-week delay with air handlers but they are now at Remer. The boilers are vented and operational. The basement has been put back together, the lower ceilings make it feel a bit

different. Chillers have been pushed back until November. The crane will be back when the air handlers are on site, this will affect the Cass Street parking lot and South side access door. Noise will start up again soon and Tony will continue to communicate with the Courts about specific times.

V. NEW ISSUES

1. Other

- a. **Parking** – Member Smith asked if anyone knew if the City of Saginaw plans to install blinking lights or some other means of signifying pedestrian walkway at the Court Street lot crossing. The traffic on Court Street is horrible and sometimes people stop and sometimes they do not. Chair Hannah stated that this will be a part of the Wayfinding Committee discussions.
- b. **Bagley Street Property** –Treasurer Novak stated that he received a call from George Wilson regarding the Bagley Street property. Kelly stated that she received his information and had reached out. He is interested in purchasing but we need a valuation on the property. Kelly is working with Denise Joseph in Equalization.

VI. NEXT MEETING

1. Next meeting will be held Thursday, October 9, 2025 at 10:30AM.

VII. ADJOURNMENT

1. The meeting was adjourned at 11:21AM.