

LANSING ENTERTAINMENT & PUBLIC FACILITIES AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES

November 18, 2025

At 8:06 a.m. Chairwoman Maureen McNulty-Saxton called the monthly meeting of the LEPFA Board of Commissioners to order in the Governor's Room located at the Lansing Center; 333 East Michigan Avenue; Lansing, Michigan 48933.

COMMISSIONERS PRESENT: Paul Collins, Kenric Hall, Lolo Robison, Larry Leatherwood, Charles Mickins, Tracie Kent, Maureen Saxton, Rawley Van Fossen(EO).

COMMISSIONERS ABSENT: Dustin Howard, Danielle Lenz, Chrystal Thomas(EO)

OTHERS PRESENT: Kirby Doidge, Paul Ntoko, Ryan Tess, Mindy Biladeau, Tony Watson, Julie Pingston (Choose Lansing), Jack Alexander,

Chair Saxton called the LEPFA Board meeting to start at 8:06 A.M..

III. ESTABLISHMENT OF THE AGENDA:

There were no changes to the agenda.

MOTION: Commissioner Collins SECOND: Commissioner Hall MOTIONED CARRIED

IV. PUBLIC COMMENTS: None

V. APPROVAL OF THE MINUTES OF OCTOBER 28, 2025

MOTION: Commissioner Hall SECOND: Commissioner Robison MOTIONED CARRIED

VI. REPORTS

A. Chairperson – Maureen McNulty-Saxton

New board member orientation: For new board members, in the past we would sit down with a three-ring binder and walk through bylaws, contracts, and other board specific items to get them up to speed. Could that be reestablished for new board members and old board members if they need a refresher. Having the background to refresh is helpful.

Kirby Doidge: This is something we can update for the new year.

B. ASM Report- General Manager / Regional VP

Staffing: We have all positions filled we have currently other than Sous Chef. Our new Administrative Assistant starts the 24th who will be assisting with board items such as scheduling committee meetings, board documents, and any other board items that are needed. Our sales team is consistently securing new leads and new and signing new contracts with new business. Right now we're running a new promotion to assist in filling up the slower months. We have received a couple of good proposals from that promotion such as a trading card Expo for January of 26 and then MI Association of immediate school administrators in August of 2026.

We are preparing for the Choose Lansing Holiday Party on December 2nd. We have several chefs coming in from several different venues across Michigan. This will showcase what Legends can do in within events food and beverage.

All FTE employees now have access to ADP so they can get access to their payroll documents and make any changes to the information they need.

The building assessment is still being reviewed, this process is taking longer than anticipated to get the final draft. Once we have that we will bring it to the strategic committee for review and provide a summary at the next board meeting.

C. Finance Committee – Paul Collins

1. October Financials

Lansing Center for the month of October: \$848,948. We beat our budgeted revenue of \$820,678 by \$28,270. Year to date: we are beating our anticipated revenue by \$108,902. This is with the \$150,000 deficit from sponsorship. Looking at our key accounts: Building Rental \$169,783, beat budget by \$14,783 for the month and \$17,848 YTD, Food and Beverage \$459,958, beat budget by \$32,608 for the month and \$117,569 YTD Equipment Rental \$132,229 under budget \$19,749 and \$67,300 YTD, Labor Services \$52,126, under budget by \$13,903 and \$30,537 YTD, Sponsorship 18,000 this was from an agreement with DBI. Expenses for the month of October : \$671,606 Under budget by \$60,654.

Year to date: beating budget by \$140,787, salaries 216,041, over budget for the month as we had three pays hit the month as well as transition expenses but still under YTD by 23,330, utilities \$83,526 business picked up as well as we had some colder temperatures in the month YTD over by 9,753, events \$70,125 down compared to budget which is the direct correlation to the revenues. Month of October After Non-operating: We beat our anticipated budget by \$74,788 and Year to date After Non-Operating: We are beating our anticipated budget by \$194,708.

Groesbeck for the month of October: beat budget by \$23,240 and year to date: Beat budget by \$67,913. Greens fees, \$48,123 beat budget by \$12,918 and \$42,961 YTD, Power Cart Rental \$22,628 beating budget by \$9,561 and \$26,310 YTD, Leagues/Simulator: \$449, beat budget by \$302 total budget \$13,929, Miscellaneous (concessions, merchandise, other) beat budget by \$427. This excludes the \$12,500 in sponsorship revenues. Expense for the month of October: We were over our anticipated expense of \$13,611 but under YTD by \$7,825. Wages and benefits: Over budget by \$17,965 for the month, YTD over by 7,828, Supplies and Materials once we get the course closed, we will start to see some expenses for equipment maintenance and repairs. As well as potential golf cart repairs to come, Misc Credit card fees, we should see this go down in the coming months

Jackson Field, you can see that we do have our salaries and expenses were up for October. That is due to the three payrolls, and we have staff over there to close the facility, we are still under inexpensive by 25,000. I will allocate the payroll across the properties to utilize that appropriation, but right now it is all about the cash flow over there with the maintenance that is going over there, it's crucial that we have that cash. Our utilities were up again it was some colder weather and closing the stadium.

At this time, I would move to approve the financials for October

MOTION: Commissioner Collins SECOND: Commissioner Leatherwood MOTIONED CARRIED

Commissioner Paul Collins: In finance committee one of the things that the committee has asked Kirby to do is when he's in the position with Legends of position of writing checks to itself to brief the Committee on what those checks cover, and if there's anything that we need to know. If it is faster than the finance committee meets, then to brief the Treasurer and the Board President.

The idea behind that anyway is at some point we'll figure out what a normal course of business is but right now, we're figuring out what the payments are for.

D. Personnel Committee- Dustin Howard

We talked about the staff that we have hired and what we needed to hire, which is the sous chef position. There may be some added positions that we may have to look at here in the future if we keep the business up but for right now, we are in good shape. Staff and Dustin asked about the Union contracts,

E. Strategic Planning Committee- Charles Mickens

We are in a holding pattern until we get the assessment report. We will put a priority list together and present that to the rest of the board.

F. Director /Staff Report

Mindy Biladeau: 41st silver bells is Friday, weather looks great, village and vendor open at 5:00: 35 vendors, 9 food trucks. Parade is set, marching bands, professional drum lines, potassium, steel drum bands paws from Detroit Tigers, Herman Moore is our Grand Marshall, so we are set for a wonderful parade followed by the lighting of the State Christmas Tree. We set the record this year by almost 2000 with 11,741 lights. The following morning, we have our 5K at 9:00 AM, we are on track to set another record for runners at 1200. Marketing and social have been fantastic. We've partnered with some social influencers to extend our reach outside of Michigan and throughout the Midwest that has been going gangbusters and reached

over 500,000 people in less than 24 hours.

Ryan Tess: October, we've been a little busy to trying to finalize and finish up all of our all see any large projects we're progressing. International door was able to squeeze us in way earlier than expected, so the exterior doors. It has been noticeable warmer since the replacement.

UAW did have a vote and unfortunately voted the tentative agreement down. We will continue to meet to come to an agreement.

VII. COMMISSIONERS AND STAFF COMMENTS

None

VIII. OLD BUSINESS

A. Approval of the Board Meeting Schedule for 2026

MOTION: Commissioner Hall SECOND: Commissioner Robison MOTIONED CARRIED

IX. NEW BUSINESS

None

CLOSED SESSION:

PERSONNEL Discussion

The ask to go into closed session to discuss a personnel matter. The board was advised the employee would have to request to go into closed session. The board did not go into closed sessions to discuss employee matters. The mention of needing a special board meeting to approve a union contract prior to the first of the year was discussed.

X. ADJOURNMENT - Date, Time, Location of Next Meeting:

At 8:55 the regular monthly meeting was adjourned.

MOTION: Commissioner Hall SECOND: Commissioner Leatherwood MOTIONED CARRIED

NEXT MEETING IS SCHEDULED FOR:

JANUARY 27, 2026 8:00 a.m.

Location: Governor's Room- Lansing Center

Respectfully submitted,

Kirby Doidge, Recording Secretary

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