LANSING ENTERTAINMENT & PUBLIC FACILITIES AUTHORITY
BOARD OF COMMISSIONERS MEETING MINUTES
January 21, 2025

At 8:05 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, Dustin Howard, Desiree Kirkland (Ex-Officio), Larry Leatherwood, Danielle Lenz, Charles Mickens, Charles Randall (Ex-Officio), Maureen McNulty-Saxton, and Rawley Van Fossen (Ex-Officio).

COMMISSIONERS ABSENT: Danielle Lenz

OTHERS PRESENT: Mindy Biladeau, Heidi Brown, Kirby Doidge, Kasey McFadden, Paul Ntoko, and Tristan Wright - Lansing Entertainment & Public Facilities Authority; Gregory Venker-Lansing City Attorney's Office; Anna Nash, Harry Cann, and Tom Meehan- ASM Global; Julie Pingston and Kristy Doak- Choose Lansing; Katharine Hude- Dykema; Zac Clark- Lansing Lugnuts; Mark Ellis- Lansing State Journal; Mike Horning, Ryan Tess- LEPFA; Tyler Baker- Maner Costerisan; Brandon Camarillo Fox-WILX TV10; Ed Covey- WKAR Radio; and Lisa O'Connor and Jack Alexander- Public.

I. CALL TO ORDER

II. ESTABLISHMENT OF THE AGENDA: There were no changes to the agenda.

III. PUBLIC COMMENT: Chairwoman Maureen McNulty Saxton introduced Kristy Doak to provide the board with a brief update from Choose Lansing.

Kristy Doak, Director of Sales for the Lansing Center, shared updates on the 20% promotional campaign launched September 10. Over 324+ promotions have been distributed, resulting in 7 contracted events ($40,000+), 10 tentative bookings ($125,974), and 14 prospects. The promotion targets short- and long-term business, with 12 events scheduled this fiscal year and 28 beyond.

Additional efforts include securing multi-year contracts, collaborating with local hoteliers on referrals, and pursuing regional opportunities. Since July 1, 241 short term leads have been generated, with 35 confirmed, contributing $108,021 in revenue. The campaign has been a strong driver of growth.

IV. APPROVAL OF THE NOVEMBER 19, 2024, AND DECEMBER 10, 2024, MINUTES: Motion was made to approve the meeting minutes for the November 19, 2024, and December 10, 2024, meetings as presented. **MOTION**: Commissioner Larry Leatherwood SECOND: Commissioner Charles Mickens. MOTION CARRIED

V. REPORTS:

A. CHAIRMAN'S REPORT: Chairwoman Maureen McNulty Saxton noted items for today's meeting:

1. Review/ Discuss the President and CEO contract (Closed Session)
2. 2024 Audit Presentation from Maner Costerisan ***(Action Item)***
3. Financials Review: November 2024 and December 2024 ***(Action Item)***
4. Amended FY24/25 Draft Budget ***(Action Item)***
5. Update from Choose Lansing
6. Personnel Committee Updates

7. Strategic Committee Updates

Greg Venker entered the meeting at 8:13 a.m.

B. <u>PRESIDENT & CEO CONTRACT (Closed Session):</u> At the request of Charwoman Maureen McNulty Saxton, Commissioner Kenric Hall moved to enter a closed session to discuss the President and CEO contract. **MOTION:** Commissioner Kenric Hall **SECOND:** Commissioner Charles Mickens
Roll Call Vote: Yays: Commissioner Collins, Hall, Howard, Leatherwood, Mickens, Saxton Nays: None MOTION CARRIED

Mindy Biladeau, Kirby Doidge, Kasey McFadden, Paul Ntoko, Ryan Tess, Mike Horning; Harry Cann, Tom Meehan, Anna Nash, Tyler Baker, Julie Pingston, Kristy Doak, Ed Covey, Brandon Camarillo, Mark Ellis, and Jack Alexander exited the meeting for the closed session at 8:15 A.M.

At 8:40 a.m. Mindy Biladeau, Kirby Doidge, Kasey McFadden, Paul Ntoko, Ryan Tess, Mike Horning; Harry Cann, Tom Meehan, Anna Nash, Tyler Baker, Julie Pingston, Kristy Doak, Ed Covey, Brandon Camarillo, Mark Ellis, Zac Clark, Lisa O'Conner, and Jack Alexander re-entered the regular monthly meeting.

Chairwoman Maureen McNulty Saxton called the meeting back into open session. Commissioner Kenric Hall moved to return back into the regular monthly meeting session.
MOTION: Commissioner Kenric Hall **SECOND:** Commissioner Dustin Howard
Roll Call Vote: Yays: Commissioner Collins, Hall, Howard, Leatherwood, Mickens, Saxton Nays: None MOTION CARRIED

C. <u>FINANCE COMMITTEE-</u> Committee Chair Paul Collins reported the committee met in both December and January. Collins noted the number of action items that needed to be discussed and approved so he deferred to Kirby Doidge to report on the following items as follows:

1. 2024 Audit- Kirby Doidge introduced Tyler Baker, Senior Manager at Maner Costerisan, to present the 2024 LEPFA Audit and the Audit Communications Letter to the Board. Tyler began by thanking Tristan Wright, Kirby Doidge, and the finance team for their efforts in completing the audit, which was submitted on time to the City by December 2024.

   Tyler reviewed the *Communication with Governance Letter*, which outlines any findings, differences, or disagreements noted during the audit. The auditors issued a clean, unmodified opinion, confirming that LEPFA's financial statements, as of June 30, 2024, present fairly in all material respects in accordance with Generally Accepted Accounting Principles (GAAP).

   The *Governance Letter* confirmed no significant difficulties, disagreements, or uncorrected misstatements during the audit. Tyler concluded by thanking the LEPFA staff and Board for their time before closing the presentation.

Motion was made to accept the 2024 audit as presented by Tyler Baker, Maner Costerisan. **MOTION:** Commissioner Dustin Howard **SECOND:** Commissioner Charles Mickens **MOTION CARRIED**

Tyler Baker left the meeting at 8:56 a.m.

2. Financial Review: November 2024
   i. ***Lansing Center***- In November, the Lansing Center generated $241,000 in revenue, falling short of the anticipated budget by $128,000, bringing the year-to-date shortfall to $428,000. With lower-than-expected revenue, expenses also decreased, totaling $551,000 for the month, which was $118,000 under budget. Year-to-date, expenses remained $339,000 below projections, leaving the Lansing Center $82,000 behind the anticipated budget after factoring in non-operating revenue
   ii. ***Groesbeck Golf Course***- At Groesbeck Golf Course, rental and green fee revenue exceeded expectations by $1,100, contributing to a year-to-date surplus of $47,000. However, increased revenue also led to higher expenses. November expenses totaled $52,000, which was $6,200 under budget, but year-to-date expenses exceeded projections by $66,000, largely due to the previously approved simulator investment. As a result, Groesbeck closed the month with a year-to-date deficit of $19,000.
   iii. ***Jackson Field***- Jackson Field continued to operate under budget, with November expenses coming in $69,000 below projections. Salary allocations were still pending, and any unspent funds were expected to be reinvested into capital improvements at the stadium.

3. Financial Review: December 2024
   i. ***Lansing Center***- In December, the Lansing Center reported $81,000 in revenue, missing its anticipated budget by $13,000 and bringing the year-to-date revenue shortfall to $84,000. However, food and beverage revenue exceeded expectations by $20,000, driven by the record-setting Nuway Wrestling event. Despite this boost, the Lansing Center remained $400,000 below revenue projections for the year. After accounting for expenses, the net budget variance stood at -$92,000. Utility costs, particularly steam, saw significant increases, though overall expenses remained $75,000 under budget through December. Compared to the previous year, revenue was down $80,000, while expenses were lower by $315,000, resulting in a year-to-date variance of -$55,000.
   ii. ***Groesbeck Golf Course***- Groesbeck Golf Course recognized a previously unposted invoice in December, which contributed to a year-to-date revenue surplus of $73,000. The golf simulator remained a key revenue driver, with a return on investment expected sooner than the initial three-year projection. However, expenses, including hourly wages and maintenance costs, continued to exceed budget, leading to a year-to-date expense overage of $45,000. After factoring in non-operating revenue, Groesbeck remained $28,000 ahead of budget. If the positive budget trend continues, reinvestment into equipment and facility improvements will be considered.
   iii. ***Jackson Field***- At Jackson Field, year-to-date expenses remained $76,000 under budget. Once salary allocations are processed, the projected budget variance will be approximately $34,000 positive. These funds will be allocated toward upcoming capital projects, including HVAC upgrades. Overall, financials through December remained stable, with ongoing monitoring of budget variances and reinvestment opportunities.

Commissioner Randall inquired about the timing of salary allocations, noting that December marked the halfway point of the fiscal year. Kirby confirmed that salary allocations would be processed in the upcoming month once all salaries and any potential staffing adjustments were finalized.

Motion was made to accept the November/December 2024 Financials as presented for Groesbeck Golf Course, Jackson Field, and Lansing Center. **MOTION**: Commissioner Kenric Hall **SECOND**: Commissioner Dustin Howard MOTION CARRIED

4. FY 2024/2025 Amended Budget- The amended FY 24/25 budget reflects adjustments due to changes in Choose Lansing funding and revised revenue projections. Building rental revenue was lowered by $158,000 to $1,042,000, and food and beverage revenue decreased by $287,000, while labor services increased by $25,000. Overall, operating revenue was reduced by $370,000.

   On the expense side, salary and benefits savings were achieved by keeping certain positions unfilled. Utilities remain unchanged, while event expenses increased, and food and beverage costs were reduced by $150,000. Miscellaneous expenses rose due to credit card fees, and interest income was increased by $28,000. These adjustments result in a balanced budget, incorporating $400,000 in required capital improvements.

   Motion was made to accept the budget amendment for FY24/25 Financials as presented. **MOTION**: Commissioner Paul Collins **SECOND**: Commissioner Dustin Howard MOTION CARRIED

D. <u>PERSONNEL COMMITTEE-</u> Committee Chair Commissioner Larry Leatherwood introduced the Personnel Committee report, deferring to President Tristan Wright for further details.

1. Paid Sick time/Minimum Wage Increase- Wright provided an overview of recent legislative changes, including the Michigan Supreme Court's ruling on paid sick leave and minimum wage increases, which will impact small businesses and the Lansing Center.
   The new law increases paid sick leave from five to nine days, equating to 72 hours, with employees earning one hour of sick leave for every 30 hours worked. The legislation is set to take effect on February 21, though ongoing discussions in the House and Senate may lead to modifications. While the minimum wage increase is not a major concern for LEPFA, as most positions already meet or exceed the new rate, the expanded sick leave policy requires careful planning. Legislative discussions continue, and further updates are expected before implementation.

E. <u>STRATEGIC COMMITTEE-</u> Committee Chair Charles Mickens deferred the Strategic Committee report to Commissioner Howard, as he was unable to attend the meeting Commissioner Howard summarized that the discussion largely mirrored the Personnel Committee's focus on paid sick leave and its impact. The committee also briefly reviewed the upcoming January 17 meeting, with internal discussions on key questions in preparation for it.

F. <u>PRESIDENT & CEO REPORT-</u> Tristan Wright reported on the following:

1. ***MLK: Day of Celebration***- Tristan Wright began her report by acknowledging the success of the Dr. Martin Luther King Jr. Day celebration, the Commission's largest signature event. She commended the staff for their swift and professional response to an unexpected situation, emphasizing the importance of ongoing safety training. The Detroit Youth Choir played a key role in keeping attendees engaged while awaiting clearance from the Lansing Fire Department. Wright also expressed gratitude to the team for their efforts in organizing the luncheon.
2. ***Donation for a Previous Board Member***- Tristan shared that a former Commissioner, whose son recently passed away, sent his appreciation for LEPFA's charitable contribution in his family's honor.
3. ***Lactation Pod***- Additionally, Wright provided an update on the lactation pod, which has been in use since October. So far, there have been 42 sessions, 25 registered users, and an average use time of approximately 20 minutes. She noted positive feedback from one user, expressing appreciation for the facility. Wright concluded by reflecting on the collaborative spirit within the community, as seen during large-scale events like the MLK celebration, where staff from various organizations come together to ensure success.

G. VICE PRESIDENT/STAFF REPORTS

1. **Mindy Biladeau:** *Sales & Services*- Mindy Biladeau deferred to her report in the administration report presented. Mindy then passed out the 40th Annual Silver Bells in the City recap to the board highlighting the success of the 40th annual Silver Bells in the City, which drew over 55,000 attendees and generated a $1.4 million economic impact. The event featured 70+ parade entries, Grand Marshal Jacey Simon, a 200-drone light show, and a record-breaking Silver Bells 5K with 1,086 participants. Silver Bells Village doubled in size with 30 vendors, and sensory-friendly initiatives were introduced. Broadcast viewership rose 34%, reaching 16,000 households, with total media impressions surpassing 1 billion.
2. **Paul Ntoko:** *Foodservice*- Paul Ntoko deferred to his report in the administration report presented. Paul Ntoko expressed gratitude to staff, community partners, and volunteers for their efforts in executing the recent event, successfully serving 1,400 attendees despite some challenges. He acknowledged the behind-the-scenes work that ensures smooth operations and thanked everyone involved.
3. **Kirby Doidge:** *Finance*- Kirby Doidge deferred to his report in the administration report presented.
4. **Tristan Wright:** *Operations*- Tristan Wright deferred to her report in the administration report presented.

VI. COMMISSIONERS AND STAFF COMMENTS: No report.

VII. OLD BUSINESS:

A. ASM Global Presentation- Chairwoman Maureen McNulty Saxton introduced Jake Brower, Chief Strategy Officer for the City of Lansing and the LEPFA Request for Proposal (RFP) Distributor, who introduced ASM Global representatives; Harry Cann- Senior Vice President of Business Development, Anna Nash- Senior Vice President of Market Development, and Tom Meehan- General Manager at Irving Convention Center- a facility that is managed by ASM Global. Additionally, there were two ASM Global representative that joined remotely; Brian Crowe- Regional Vice President and the CEO for the Detroit Regional Convention Facility Authority which over sees Huntington Place in Detroit, and Michael Brismer- Senior Vice President of Employee Benefits.

1. **ASM Global Overview:** Harry Cann, Senior Vice President of Business Development, provided an overview of ASM Global, now part of Legends, a leading industry company specializing in market feasibility, project development, hospitality, ticketing, and sales. Owned by Six Street Partners, along with the New York Yankees and Dallas Cowboys, Legends expands ASM's resources and expertise in venue management.

   ASM Global manages over 400 venues worldwide, with a strong presence in North America, including Michigan operations in Grand Rapids, Saginaw, and Detroit. As a government contractor, ASM has long-term partnerships with municipalities, offering expertise in public administration, financial reporting, and contracting.

   The company's food and beverage division, originally part of ASM, has grown significantly and now operates within Legends Hospitality. In Lansing, ASM plans to maintain in-house food and beverage operations, emphasizing local vendors to enhance community engagement.

   With a deep network of industry professionals, ASM Global brings decades of experience, best practices, and strategic partnerships to elevate venues and destinations. Their extensive knowledge and support systems ensure seamless venue management, convention sports and leisure, and event execution, benefiting both local stakeholders and visitors.

   Marketing and Sales: Anna Nash, representing ASM Global's Marketing and Sales division, emphasized the power of ASM's venue portfolio and team collaboration in driving event success. She highlighted the company's integrated approach, working closely with sales, marketing, event services, and strategic partners, including Destination Marketing Organizations (DMOs).

   ASM Global supports venues at both corporate and regional levels, with subject matter experts providing guidance and facilitating peer-to-peer learning. Through national training programs, strategic partnerships, and cooperative trade show opportunities, ASM enhances lead generation and business development. By leveraging its network, ASM prioritizes seamless customer experiences and strengthens destination marketing efforts.

   LEPFA/ASM Global Transition: Harry Cann outlined ASM Global's structured transition process, emphasizing its proven success in venue transitions. The company customizes a transition checklist to meet client needs, prioritizing early and frequent communication. Employee retention is key, with over 90% typically transitioning. ASM ensures a smooth process through group meetings, one-on-one sessions, and regional support, addressing benefits, financials, and operations. A detailed task list guides the transition, with assigned specialists in HR, finance, and operations working closely with municipal partners to ensure seamless integration.

2. **Questions and Comments:** Chairwoman Maureen McNulty Saxton opened the floor for questions and comments from the board and staff.
   i. **Chairwoman Maureen McNulty Saxton:** Chairwoman Saxton asked how many ASM Global staff would relocate if ASM were selected as the third-party management company. ASM confirmed most staff would transition

locally, with exceptions for higher-level positions. Regarding hiring, ASM acknowledged some post-COVID challenges but noted most positions would be filled locally. In response to public-sector partnerships, ASM clarified that 98–99% of their contracts are with government entities, with some reporting to boards and others to city departments. They emphasized prioritizing local staff and community collaboration during transitions.

ii. **Commissioner Charles Mickens:** Commissioner Mickens asked how many third-party relationships the city has similar to LEPFA's potential management agreement with ASM. Commissioner Rawley Van Fossen clarified that within the Department of Economic Development, there are five or six third-party vendors, but this would be a unique management agreement. Mickens inquired about the contract administrator for this partnership. Harry Cann explained that typically, the contract administrator would be a senior representative from the LEPFA board, such as an executive director, chairman, or CEO, who would manage day-to-day communication while ASM handles the monthly reporting and other management duties.

iii. **Chairwomen Maureen McNulty Saxton:** Chairwoman McNulty Saxton inquired about how ASM handles employees currently on government pensions, particularly regarding the impact on their benefits.
Mike responded that typically, private sector retirement plans do not offer pensions, but compensation gaps can be addressed through higher wages or other benefits. He clarified that the City of Lansing offers a hybrid pension plan for new hires, with a combined defined contribution and pension benefit. For LEPFA employees, Mike confirmed that the current plan is a 457 plan, which is similar to a 401(k) but structured for government entities with different IRS codes.

iv. **Commissioner Rawley Van Fossen:** Commissioner Van Fossen inquired about the training and professional development opportunities for both board members and staff. He expressed interest in the training programs offered, particularly in areas such as leadership, marketing, and event services. ASM responded that in-person training for various departments, leadership, and specialized functions is complemented by the ASM Global Academy, which offers both discipline-specific and general leadership training. Additionally, regional teams provide on-site training, and opportunities for board development are available through networking with other authorities and venues.

Van Fossen also asked about addressing the City of Lansing's financial subsidy, and how ASM plans to improve financial performance at the Lansing Center. ASM explained that increasing revenue through maximizing events, controlling expenses, and improving the customer experience will be central to reducing the subsidy over time. ASM emphasized that while many convention centers rely on subsidies, the goal is to minimize this dependency, similar to their past successes in other markets. They also highlighted the importance of enhancing the customer experience, particularly through experiential elements that appeal to a new generation of event attendees.

v. **LEPFA President and CEO- Tristan Wright:** President and CEO Tristan Wright inquired about ASM's experience with golf course management, noting that their portfolio includes sports complexes, ice rinks, and water parks, but not golf courses. ASM acknowledged this would be their first golf course and expressed their hope that the current staff will remain during the transition, based on positive reports about the course's performance. Wright offered to regularly play the course to ensure its success.

Tom then shared an example from Irving, where a $2 million subsidy was reduced over 10–15 years, highlighting the goal of reducing government subsidies while working toward long-term financial stability.

vi. Commissioner Paul Collins: Commissioner Paul Collins clarified that the discussion about breaking even refers mainly to the Lansing Center, as the golf course is already close to breaking even, and the baseball stadium operates under a separate entity. He also inquired about the management fee proposal, asking ASM to explain how the projected costs were determined.

ASM responded that the proposal includes a base fee and an incentive structure, with both qualitative and quantitative elements, such as meeting budget targets and maintaining customer service. They explained that the fees were calculated based on the proposal's terms, with specific considerations for tax code compliance, food and beverage revenue, and sponsorships. ASM emphasized that the incentive structure is designed to align their performance with the authority's goals.

Collins further clarified that the financial projections reflected these fees, noting the potential for reduced subsidies and improved financial outcomes through ASM's broader network and initiative-taking management approach.

vii. **LEPFA's Administration Assistant- Kasey McFadden:** Kasey McFadden, LEPFA's Administration Assistant, asked about ASM Global's company culture, specifically how it would impact current staff and leadership. She referenced prior discussions about the importance of organizational culture and sought clarification on how ASM's values would translate to day-to-day operations for the existing team.

ASM responded by emphasizing two key cultural principles: empowering employees and maintaining a forward-looking perspective on industry trends. They discussed their commitment to providing employees with the tools and support they need to perform their best. They also highlighted the importance of adapting venues to future needs, emphasizing long-term success and economic impact. ASM shared that their culture fosters engagement through initiatives like employee lounges, volunteer opportunities, and open communication, creating an environment where staff feel valued, appreciated, and motivated to contribute ideas.

viii. **LEPFA's Vice President of Finance- Kirby Doidge:** Kirby Doidge, LEPFA's Vice President of Finance, asked about the sponsorship revenue from Silver Bells, noting that 20% of it is driven by sponsorship. He inquired whether that sponsorship would be excluded from ASM's agreement, as it isn't a new year-over-year revenue. Additionally, he asked about property insurance responsibilities, specifically whether ASM would take on the full replacement cost insurance.

ASM clarified that they typically don't procure property insurance, as most municipalities are self-insured or have their own policies. However, they can arrange for property insurance if needed. They also confirmed that for general liability, they are insured by third-party carriers, with the authority or city listed as additional insured.

ix. **Commissioner Charles Mickens:** Commissioner Micken asked about parking, noting that it wasn't mentioned in the proposal and inquiring whether there would be alignment of parking resources with the third-party management company.
ASM clarified that parking would continue to be managed by the City of Lansing. The third-party management company would collaborate on parking matters in the same way current management does, coordinating with the city's economic development and planning teams. They emphasized that parking assets are city-owned and operated, and any changes to that arrangement would require city council approval. The parking team will continue working closely with LEPFA leadership.

x. **LEPFA's Vice President of Sales and Services:** Mindy Biladeau, LEPFA's Vice President of Sales and Services, inquired about how ASM would handle existing contracts, particularly with the Clancy Center, which has agreements extending until 2032. She asked if the current terms would remain in effect or if the contracts would change under ASM management.
ASM responded that all existing contracts, including third-party user agreements, maintenance contracts, and union agreements, would be honored. These details would be included in the management agreement, with an exhibit listing all relevant contracts.
Commissioner Dustin Howard: Dustin Howard requested more time to review the draft contract, suggesting that the commissioners may need additional time to fully digest the details before making any decisions.

xi. **Commissioner Van Fossen:** Commissioner Van Fossen asked if the board should form an ad hoc committee to review the contract or if the full commission should handle it. Chairwoman McNulty Saxton suggested starting with the Finance Committee for the review and involving an attorney. She emphasized that the City of Lansing would also review the contract, and all commissioners would receive a copy. The city will support the process, and assistance will be provided as needed.

xii. **Commissioner Charles Randall:** Commissioner Randall asked about ASM Global's experience with managing both existing and new facilities. ASM Global responded that they often work with project teams from the early planning stages of new venues, collaborating with architects, engineers, and other stakeholders to ensure efficient design and operation within budget. While future LEPFA facilities are not currently under consideration, the idea of involving an experienced operator early in the design process for new projects was seen as beneficial. Randall expressed appreciation for ASM Global's potential role in maximizing the value of existing facilities and supporting long-term sustainability and economic development.

B. President & CEO Contract discussion Continued- (Closed Session): Charwoman Maureen McNulty Saxton, moved to enter a closed session to discuss the President and CEO contract. **MOTION:** Commissioner Maureen McNulty Saxton **SECOND:** Commissioner Kenric Hall

Roll Call Vote: Yays: Commissioner Collins, Hall, Howard, Leatherwood, Mickens, Saxton Nays: None MOTION CARRIED

Mindy Biladeau, Kirby Doidge, Kasey McFadden, Paul Ntoko, Ryan Tess, Mike Horning; Harry Cann, Tom Meehan, Anna Nash, Tyler Baker, Julie Pingston, Kristy Doak, Ed Covey, Brandon Camarillo, Mark Ellis, and Jack Alexander exited the meeting for the closed session at 10:52 A.M.

Roll call vote was made return back into the regular monthly meeting session.
Roll Call Vote: **Yays:** Commissioner Collins, Hall, Howard, Leatherwood, Mickens, Saxton **Nays:** None MOTION CARRIED

Commissioner Charles Mickens moved to approve the President and CEO contract as presented. **MOTION:** Commissioner Charles Mickens **SECOND:** Commissioner Larry leatherwood MOTION CARRIED

VIII. **NEW BUSINESS:** None

IX. **AJOURNMENT:** At 11:07 a.m. the regular monthly meeting was adjourned. MOTION: Commissioner Dustin Howard SECOND: Commissioner Paul Collins MOTION CARRIED

THE NEXT MONTHLY MEETING IS SCHEDULED FOR:
TUESDAY, FEBRUARY 25, 2025
8:00 a.m.
LOCATION: LANSING CENTER- GOVERNOR" S ROOM

Respectfully submitted,

Kasey McFadden

Kasey McFadden, Recording Secretary