

**Lancaster County Convention Center Authority**  
**Meeting of May 19, 2022, 5:30 pm**  
**Commons on Vine, Lancaster County Convention Center**  
**Lancaster, Pennsylvania**

AGENDA

- 1) **Purpose of meeting:** Engage Convention Sport & Leisure to provide an assessment of the LCCC  
Ratify April 2022 capital and operating expenses  
Approve May 2022 capital and operating expenses  
Next steps for LCCCA non convention center properties
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Announcements
- 5) Chairman's Report
- 6) Executive Director's Report
  - a. LCCCA Observance of Juneteenth
  - b. Transactions of interest
  - c. Short-Term Rental Revenue
  - d. Lost Business Report
  - e. 106 South Christian Street update
- 7) Public Comment - This Authority provides a reasonable opportunity at each of our meetings for residents and taxpayers of Lancaster County to comment on matters of concern, official action, or deliberation that are or may be before this Authority. People who wish to comment should state their name and address for the public.
- 8) LCCCA Board Comment Period
- 9) LCCCA Staff Comment Period
- 10) Consent Agenda – Motion to approve Board and Committee Meeting Summary Minutes, and expenditures as previously circulated to the board:
  - a. LCCCA Special Board Meeting of May 9, 2022.
  - b. LCCCA Board Meeting of March 24, 2022.
  - c. LCCCA Operations Committee Meeting of April 7, 2022
  - d. Ratification of LCCCA April 2022 Operational Expenditures totaling \$ 27,048.84
  - e. Ratification of LCCCA April 2022 Capital Expenditures totaling \$ 4,117.15
  - f. Approval of LCCCA May 2022 Operational Expenditures totaling \$454,068.73
  - g. Approval of LCCCA May 2022 Capital Expenditures totaling \$15,392.00
- 11) Motion to engage Convention Sport & Leisure (CSL) to provide an assessment of the LCCC.

The CSL assessment is to help Board, Residents and Stakeholders understand current, planned and future real estate development in downtown Lancaster; SWOT analysis of LCCC and surrounding area convention product; repositioning of various LCCC spaces; and associated implications for the success of attracting high-impact conventions and meetings to the LCCC. This assessment is an update to original work performed in 2015.
- 12) Motion to Approve Moody's to provide a credit Analysis for the LCCC.
- 13) Old Business
- 14) New Business
  - a. Motion to add \$ 150,000.00 in contingency funds to the 2022 Capital Budget.
  - b. Motion to carry out hiring a contractor to demolish the Carriage House, once City approves application.
    - i. Contractor will be required to provide the LCCCA a Certificate of insurance for: \$ 1,000,000.00 Liability and Pennsylvania Workers Compensation.
    - ii. The LCCCA will have 5 years to develop the property.
  - c. Motion to pursue the sale of the Swan Hotel, and alternative to develop air rights over the Oversize Vehicle Lot.
- 15) Other Business
- 16) Adjournment

**\*\*\* Upcoming Board and Committee Meetings:**

- Finance and Audit Committee Meeting – Thursday, June 16, 2022 5:30 p.m. – Montgomery House
- Operations Committee Meeting – Thursday, July 14, 2022 5:30 p.m.
- Personnel Committee Meeting – Thursday, July 28, 2022 4:00 p.m. – Employee Benefits Review

- Board Meeting- Thursday, August 25, 2022 5:30 p.m.

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