

**Lancaster County Convention Center Authority**  
**Meeting of August 24, 2023, 5:30 pm Commons on Vine, Lancaster County Convention Center**

**Lancaster, Pennsylvania**

Agenda



- 1) **Purpose of meeting:** Approve/Ratify expenses for June, July & August 2023  
Personnel Committee report and Vision Benefit Change  
Review and vote to approve MOU LCCCA/CRIZ Authority
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Announcements
- 5) Chair Report: Chair
- 6) Executive Director's Report: Kevin R. Molloy
  - a. LCCCA 2023 - 2057 Bond Forecast 8.17.2023
  - b. Investment Budget for LCCCA Bond Reserve / LCCCA Reserves
  - c. 106 S. Christian Street / 10 East Vine / 101 S. Queen St update
  - d. Hunden Associates Feasibility Study; review and next steps
  - e. Draft Expression of Interest
  - f. Sewer Line, Elevator, Paver Projects
- 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/ratify expenditures, opening news bank account, engagement letter, Board & Committee Meeting Summary Minutes as previously circulated to the board:
  - a. Approval of LCCCA Board Meeting minutes of June 15, 2023.
  - b. Approval of LCCCA Finance & Audit Committee Meeting Minutes of June 29, 2023
  - c. Approval of LCCCA Operations Committee Meeting Minutes of July 13, 2023
  - d. Approval of LCCCA Personnel Committee Meeting Minutes of July 21, 2023
  - e. Ratification of LCCCA June 2023 Operational Expenditures totaling \$1,616,431.54 as recommended by the Finance & Audit Committee.
  - f. Ratification of LCCCA June 2023 Capital Expenditures totaling \$118,885.57 as recommended by the Finance & Audit Committee.
  - g. Ratification of LCCCA July 2023 Operational Expenditures totaling \$14,260.08
  - h. Ratification of Fulton Bank Resolution executed by Secretary (to open a bank account).
  - i. Recognition of all PPL accounts paid in full.
  - j. Recognition of transfer from Wells Fargo Ops Acct to Fulton Bank Ops Acct in the amount of \$ 200,000
  - k. Approval of LCCCA August 2023 Operational Expenditures totaling \$39,499.65
  - l. Approval of LCCCA August 2023 Capital Expenditures totaling \$28,673.00
  - m. Approve engagement with Arbitrage Rebate Counselors for December 2023 report.
  - n. Ratification of Engagement Letter & Ratification of Representation Letter with Walz Group (22 Bond forecast)
  - o. Approval of Engagement Letter with Netconex for IT Services
- 11) New Business
  - a. Vision Benefit for LCCCA Employees:
    - i. Motion to provide Vision Benefit for employees (and family members covered under LCCCA health insurance policy) to receive annual vision reimbursement of up to \$100, and reimbursement for up to 1 pair of prescription glasses and frames capped at \$ 600.00 per person, per year for the 9.1.2023 – 8.31.2024 insurance year, to be added as an addendum to the LCCCA Employee Handbook, as recommended to the full board by the Personnel Committee.
  - b. Parental Leave Policy for LCCCA Employees:
    - i. Motion to add a parental leave policy to the employee handbook, as recommended to the full board by the Personnel Committee.
  - c. Investment of CRIZ Funds
    - i. Motion to approve Resolution authorizing execution of a memorandum of understanding regarding LCCCA investment of CRIZ Authority provided funds.
- 12) Adjournment

Upcoming LCCCA Meetings:

- Personnel Committee Meeting: September 14, 2023 – 10:00 a.m. \* Operations Committee Meeting: October 5, 2023 – 5:30 p.m.
- Nominating Committee Meeting: October 5, 2023 – 5:00 p.m. \* Finance Committee Meeting: October 19, 2023 - 5:30 p.m.
- LCCCA Board Meeting: October 26, 2023 - 5:30 p.m