

**Lancaster County Convention Center Authority**

**Meeting of the Operations Committee**

Thursday, March 28, 2024 4:30 p.m.

Commons on Vine,

Lancaster County Convention Center

Agenda

1. Pledge of Allegiance
2. Roll Call
3. Announcements
4. 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.
5. Resolution 21-23 East Vine St interior construction contractors
  - a. Hammel Associates Architects review of Contractor Proposals & recommendation to award.
  - b. Presenter: Ted Vedock, Principal
  - c. Motion to recommend passage of this Resolution to the LCCCA full board.
6. Resolution 45-47 South Queen St interior & entrance construction for LancasterHistory
  - a. Hammel Associates Architects review of 45-47 South Queen St interior & entrance construction for LancasterHistory.
  - b. Presenter: Ted Vedock, Principal
  - c. Responding Comments: Dr Thomas Ryan, Lancaster History
  - d. Motion to recommend passage of this Resolution to the LCCCA full board.
7. Review of Commons on Vine build out, interior & entrance programing.
  - a. Hammel Associates Architects review of Commons on Vine programing, draft concept drawings, & order of magnitude pricing.
  - b. Presenter; Ted Vedock, Principal
8. Report from Aimbridge Hospitality: Josh Nowak, Jacyn Thompson, Jose Colon
  - a. Sales and Marketing
    - i. First Quarter 2024 Activity
    - ii. Second Quarter 2024 Activity Forecast
    - iii. Second Quarter 2024 Priority Events Spotlight
    - iv. Second Quarter 2024 Freedom Hall Events
    - v. Second Quarter 2024 Advertising
    - vi. 2022 Tradeshow Recap
    - vii. 2023 Tradeshow Recap
    - viii. 2024 Tradeshow Recap
    - ix. First Quarter Bookings 2024
    - x. LCCC Priority Events by year
  - b. Property Conditions Assessment Report
    - i. General Physical Condition
    - ii. Recurring Maintenance Fees & Expense Chart
    - iii. Items for Future Consideration & Estimated Cost
    - iv. Remaining Useful Life
    - v. Summary of MEP (Mechanical, Electrical, & Plumbing) CAPEX projects
9. Executive Director's Report
  - a. Return on Investment – Commons on Vine
10. Adjournment

Next Meeting of the Operations Committee:

Thursday, July 11, 2024, 5:30 P.M.

Commons on Vine Lobby

Lancaster County Convention Center