

**Lancaster County Convention Center Authority**  
**Meeting of October 24, 2024 @ 5:30 p.m.**  
**Commons on Vine,**  
**Lancaster County Convention Center**  
**Lancaster, Pennsylvania**

Agenda

- 1) Pledge of Allegiance
- 2) **Purpose of Meeting:** Board review and vote on all LCCC / LCCCA 2025 Budgets  
Ratify September & Approve October accounts payable  
1<sup>ST</sup> Reading of Nomination Committee Board recommendations
- 3) Roll Call
- 4) Announcements
- 5) Board Chair Report
- 6) 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.
- 7) LCCCA Board Comment Period
- 8) LCCCA Staff Comment Period
- 9) Committee Recommendations to the full board:
  - a. Finance Committee
    - i. A motion to approve the LCCC Proposed 2025 Capital Budget, as recommended by the Operations and Finance & Audit Committees and previously circulated to the board.
    - ii. A motion to approve the LCCC Proposed 2025 Operational Budget with a gross operating loss of -\$433,173 and a net profit (loss) of -\$782,174, as recommended by the Finance & Audit Committee and previously circulated to the board.
    - iii. A motion to approve the LCCCA Proposed 2025 Administrative Budget, as recommended by the Finance & Audit Committee and previously circulated to the board.
    - iv. A motion to approve of the LCCCA Proposed 2025 Comprehensive Budget, as recommended by the Finance & Audit Committee and previously circulated to the board.
  - b. Nominating Committee
    - i. A motion to accept the Nominating Committee slate of officers for 2025 as presented and to be voted on at the November 14, 2024 Board Meeting:  
**Chair** – Sharron Nelson      **Vice Chair** – Tom Showers      **Treasurer** – Darcy Pollock  
**Secretary** – Patrick Snyder      **Asst. Secretary** – Zach Peirson
- 10) New Business
  - a. A motion to authorize Stevens & Lee, as bond counsel, FSL Public Finance LLC, as municipal advisor and Raymond James & Associates, as placement advisor, to proceed to work with the Authority's administration to structure a tax-exempt bank loan financing in the amount of \$5,050,000 to provide funding for the Authority's renovations to Commons on Vine with the understanding that a formal authorizing resolution will be presented to the Board at another Board meeting. The \$ 5,050,000 loan and interest will be paid for with annual distribution of CRIZ Grant funds. Professional fees for Stevens & Lee will not exceed \$25,000 and the aggregate professional fees for FSL Public Finance LLC and Raymond James & Associates will be \$25,000.

11) Executive Director's Report

a. Project Updates:

- i. 21-23 E. Vine St.
- ii. Commons on Vine Renovation
- iii. Paver Project
- iv. Swan Hotel
- v. Thaddeus Stevens & Lydia Hamilton Smith Center for History & Democracy

12) Consent Agenda – Motion to approve Board & Committee Meeting Summary Minutes and ratify/approve expenditures as previously circulated to the board:

- a. LCCCA Board Meeting of August 22, 2024
- b. Personnel Committee Meeting of September 12, 2024
- c. Nominating Committee Meeting of October 3, 2024
- d. Operations Committee Meeting of October 15, 2024
- e. Finance Committee Meeting of October 16, 2024
- f. September 2024 Operational Expenditures for Ratification totaling \$9,141.55 as recommended by the Finance Committee.
- g. September 2024 Capital Expenditures for Ratification totaling \$193,151.40 as recommended by the Finance Committee.
- h. October 2024 Operational Expenditures for Approval totaling \$ 635,008.45
- i. October 2024 Capital Expenditures for Approval totaling \$ 362,680.95

13) Adjournment

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

- Board Meeting, Thursday November 14, 2024, 5:30 p.m. Commons on Vine