



**Lancaster County Convention Center Authority,  
Non-Action Board Meeting (quorum not attained)  
- May 22, 2025, 5:30 pm  
Independence Room, Lancaster County Convention Center,  
Lancaster, Pennsylvania**

AGENDA

- 1) **Purpose of meeting:**
  - LCCC Update
  - Swan Hotel LLC Presentation: Project update 101 S. Queen St (Swan Hotel)
  - Lancaster Parking Authority Presentation, Penn Square Garage present & future
  - Project Updates
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Announcements
- 5) 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:
  - a. LCCCA Holiday Observances (LCCCA Offices Closed):
    - Memorial Day – Monday May 26, 2025
    - Juneteenth – Thursday June 19, 2025

(Continued on Page 2)

9) Presentations:

- a. LCCC Update - 1/3<sup>rd</sup> the way through 2025.
  - i. Lancaster County Convention Center General Manager, Josh Nowak,
- b. Swan Hotel LLC Presentation:
  - i. Project update 101 S. Queen St (Swan Hotel)
- c. Lancaster Parking Authority discussion:
  - i. Penn Square Garage present & future
- d. Lydia Hamilton Smith Project Update
  - i. Change Orders
    - General Contractor – Kinsley Construction
      - a. ADA Required Signage \$ 1,175.48
      - b. General Conditions – Schedule extensions \$ 69,115.25
    - Electrical Contractor – Shannon A Smith Elect & Mech
      - a. ADA Required ADA Call Box \$ 9,968.51
- e. Commons on Vine Project Update
  - General Contractor
    - a. Urig Construction 21,205.13 Ceramic Tile/ Excavation for Elect Contractor
    - b. Urig Construction 2,670.00 Change glass color to “gray solarban 60” for surface #3 on the Exterior Elevation only.
  - Electrical Contractor
    - a. Clark \$62,480 for Elect outlets in Breakout rooms
- f. 106 South Christian Street Project Update
- g. Investment Update
- h. Transactions of interest:
  - i. Invoices approved for payment in March 2025 to Triangle Communications for Radios \$5,720.00 has been voided. This capital expense will show up as a reimbursement to Aimbridge as they paid this invoice.
  - ii. LogMeIn Annual Subscription – Canceled
  - iii. TriStarr payments excluded paying ACA fee. A catch-up payment will be made to cover the ACA fees not paid. (May payments include 103
- i. Trademark Discussion – Julie Miller / Kevin R. Molloy (No Board action required)

10) Adjournment

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

- Board Meeting: Thursday, June 26, 2025, 5:30 p.m., Independence Room