

Lancaster County Convention Center Authority

Meeting of January 22, 2026, 5:30 pm

Chestnut Board Room, Lancaster County Convention Center, Lancaster, Pennsylvania

Agenda

- 1) Pledge of Allegiance
- 2) Purpose of Meeting:
 - a. Annual presentations Discover Lancaster & Lancaster History.
 - b. LCCA Board Committee Members for 2026
 - c. Ratify Commons on Vine Change Orders
 - d. Approve Engagement Letters with Accountants and Solicitors
 - e. Renewal of Directors & Officers' Insurance
- 3) Roll Call
- 4) Announcements
 - a. The meeting agenda was posted on LCCA.com and on the LCCA's Public Notices bulletin board by 5:30p.m. 1/21/2026.
- 5) LCCA Board Chair Report
- 6) Public Comment
- 7) LCCA Board Comment Period
- 8) LCCA Staff Comment Period
 - a. 2025 SFIF Forms: Return on or before the next Board Meeting - March 26, 2026.
- 9) Annual Presentations:
 - a. Robin Sarratt, President & CEO, LancasterHistory
 - b. Jeff Vasser, President & CEO, Discover Lancaster
- 10) New Business
 - a. Annual Review of Legal Services, as previously circulated to the board.
 - b. Motion to Ratify Commons on Vine Redevelopment Change Orders, as previously circulated to the board.
 - Uhrig Construction - General Contractor - \$61,429.33
 - Garden Spot Mechanical - Mechanical Contractor - (\$4,681.79)
 - Clark, Inc. - Electrical Contractor - \$7,307.00
 - c. Motion to Approve Hammel Associates Architects Additional Services Proposal #4 Commons on Vine
- 11) Executive Director's Report
 - a. Discover Lancaster 20% of 2025 HRRT (\$ 10,547,541.00)
 - b. Key Performance Indicators.
 - c. LCCA Updates
- 12) Consent Agenda – Motion to approve/ratify, Board Meeting Summary Minutes, Operational & Capital Expenditures, and 2026 engagement letters & insurance, as previously circulated to the board:
 - a. LCCA Board Meeting Summary Minutes of December 4, 2025
 - b. LCCA December 2025 Operational Expenditures for Ratification totaling \$ 37,768.19
 - c. LCCA December 2025 Capital Expenditures for Ratification totaling \$ 506,080.82
 - d. LCCA January 2026 Operational Expenditures for Approval totaling \$ 7,671.80

- e. LCCCA January 2026 Capital Expenditures for Approval totaling \$ 10,400.00
- f. LCCCA January 2026 CRIZ 2025 Project Expenditures for Approval paid with JVB Loan Proceeds totaling \$ 1,408,400.90
- g. Approval of the Engagement Letter for Legal Counsel with RKG Law for the year 2026.
- h. Approval of the Engagement Letter for Bond Counsel with Stevens & Lee for the year 2026.
- i. Approval of the Engagement Letter with Walz Group, CPA's for Accounting Services in 2026,
- j. Approval of the renewal of D&O insurance, and excess D&O insurance.

13) Old Business

- a. 106 South Christian Street Revised Design

14) Adjournment

Upcoming Board and Committee Meetings:

*** Upcoming Board and Committee Meetings:

- Thursday, February 12, 2026 - 5:30 p.m. Operations Committee Meeting
- Thursday, March 12, 2026 - 5:30 p.m. Finance Committee Meeting – Audit Review
- Thursday, March 26, 2026 - 5:30 p.m. Board Meeting – Audit Approval