

Lancaster County Convention Center Authority
Meeting of the Finance & Audit Committee,
March 12, 2026 5:30 P.M.
Commons on Vine, Lancaster County Convention Center Lancaster, PA

Agenda

Purpose of Meeting:

- ✓ Review and recommend to full board the approval of LCCCA 2025 Audit
- ✓ Review and recommend to full board the ratification of monthly Capital, Operating and CRIZ 2025 Expenses.
- ✓ Commons on Vine Budget recommended increase.

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. Presentation of LCCCA 2025 Audit
 - a. Jennifer CruverKibi, CPA, CGFM, Partner Maher Duessel
 - b. A motion to recommend to the full board the 2025 Audit, as presented by Maher Duessel and previously circulated to the board.
6. LCCC Finance Report: Abigail Black & Josh Nowak, Aimbridge Hospitality
 - a. Review of LCCC Balance Sheet – February 2026
 - b. Review of LCCC P&L – February 2026
 - c. Forecast through December 31, 2026
7. Executive Director's Report
 - a. HRRT Update/Review
 - b. Project updates:
 - i. 101 South Queen Street – Construction
 - ii. 17 – 19 East Vine Street – Certificate of Occupancy, Close out contractors
 - iii. 21- 23 East Vine St. – Certificate of Occupancy, Close Out
 - iv. 106 South Christian Street
 - v. Thaddeus Stevens & Lydia Hamilton Smith Center – May 1 celebration
 - c. Reserves update
 - i. Marketing Consortium
 - ii. Unrestricted Fund
 - iii. LCCC Operations
 - iv. Capital Replacement Fund
 - v. CRIZ 2025 Fund
 - vi. 2015 CRIZ Fund

d. Notable Transactions

- i. Voided & Reissuing Hammel Associates Architects check
- ii. Hobart: 2025 Repair to Dishwasher / booked as a 2026 expense.

e. February 9, 2026 Coil Leak Damage/Insurance Claim

i.	RFC-29: Cloud Repair:	\$19,028.68
ii.	RFC-30: T&M Patching and Painting:	6,495.28
iii.	RFC-32: Meeting Room 004 Repairs:	8,760.53
iv.	RFC-33: Meeting Room Painting:	2,398.53
v.	Illuminated Integration damaged 98" TV & Speaker	3,962.00
vi.	Proserv clean up invoice	7,282.89
vii.	Thaddeus Stevens & Lydia Hamilton Smith Center for History & Democracy.	
	a. Flooring	---
	b. Light Fixture	---
viii.	Elevator control board	19,050.05
ix.	Ceiling repairs to Freedom Hall restrooms	4,695.00
x.	<u>HVAC Repairs to the failed unit (no quote yet)</u>	---
	<u>Sub Total (w/o Stevens & Smith Center & HVAC) \$</u>	

8. New Business

a. Motion to recommend to the full board approval of increase to Commons on Vine Project Budget

i.	Triangle Fire Protection	\$ 11,629.12
ii.	Illuminated Integration	\$ 67,121.50
iii.	Uhrig Construction	\$ 1,893.45
iv.	Versteel/Benjamin Roberts - Classroom Tables	\$ 73,575.17
v.	<u>Penn Jersey Paper - Kitchen Equipment</u>	<u>\$ 17,654.00</u>
	Total Additional Funds Request (Capital Repl.)	\$171,873.24

b. Motion to recommend to the full board ratification of Commons on Vine Change Orders:

i.	Uhrig Construction – General Contractor -	\$38,576.47
	a. \$1,893.45 for Commons on Vine project	
	b. \$36,683.02 for 2/9/26 Coil Leak Damage Repair	
ii.	Triangle Fire Protection -	\$11,629.12
iii.	Illuminated Integration – A/V Contractor -	\$67,121.50

9. Review Expenditures:

- a. A motion to recommend to the full board Ratification of the LCCCA February 2026 Operational Expenditures totaling \$96,200.91
- b. A motion to recommend to the full board Ratification of the LCCCA February 2026 Capital Expenditures totaling \$74,106.34
- c. A motion to recommend to the full board Ratification of the LCCCA February 2026 CRIZ 2025 Project Expenditures paid with JVB Loan Proceeds totaling \$208,897.88

10. Adjournment

Next Finance/Audit Committee Meeting:

Thursday, July 23, 2026 @ 5:30 pm Commons on Vine