Dauphin County General Authority

Minutes for January 21, 2024 Board Meeting

Present: Barb Zemlock, Dave Shannon and Eric Epstein, in person; Doug Gelder and Bill Kohl, by video

conference.

Administrator: Jay Wenger.

Financial Advisor: Jay Wenger.

Solicitor: Guy Beneventano, in person.

PMI: Breanna McCoy, via video conference.

Andrew Kehl, via video conference.

Troon Management: Chris Strand, in person

The meeting was called to order at 8:00 am, by the Vice Chair, Dave Shannon, and a quorum was present. The meeting was properly advertised.

Barb Zemlock, Chairperson, welcomed Eric Epstein to the Board.

Executive Session held Between Board Meetings:

None

Approval of January 17, 2024 Board Meeting minutes:

Motion: Dave Shannon Second: Bill Kohl Abstain: Eric Epstein Approved 4-0

Public Comment:

Chip Hitz, representing the YMCA Half Marathon event requested use of the ROC parking lot to facilitate their half marathon event courses on April 14. The request is because the Greenbelt path is closed, south of the ROC.

The Board directed Breanna McCoy to confirm that the tenants do not object.

Bruce Grossman, representing Tunnels to Towers, the new property owner adjacent to the ROC, and Lynda Cox, representing Tunnels to Towers introduced their organization and plan to build a transition housing project on the property. The project, known as "Eden Village" will consist of 60 studio apartments in a 3-story building and 24 cottages for homeless veterans. Residents will transition from apartments to cottages. They plan to open in 2025.

RIVERFRONT OFFICE CENTER

A. The Board approved the payment to PMI in the amount of \$234,867.53 for the January, 2024 operating expenses.

Motion: Bill Kohl Second: Dave Shannon Approved 5-0

B. The Board approved the payment of the Capitol View Construction invoice in the amount of \$340,000 for the employee lobby renovation.

Motion: Dave Shannon Second: Bill Kohl Approved 5-0

- C. Mr. Beneventano reported that he is working with TK Elevators to develop a contract agreement to modernize the three building elevators.
- D. The Board approved the payment of the Capitol View Construction invoice in the amount of \$19,500.00 for Change Order #1 for the employee lobby renovation.

Moton: Dave Shannon Second: Doug Gelder Approved 5-0

E. The Board approved the payment of the Morefield Communications invoice in the amount of \$2,486.10 for the CCTV upgrade.

Motion: Dave Shannon Second: Eric Epstein Approved 5-0

F. The Board approved the Tom Stephenson Generator Service, Inc. three-year generator service proposal. The annual cost is \$900.00.

Motion: Eric Epstein Second: Dave Shannon Approved 5-0

- G. Breanna McCoy provided a status report for the Veterans of PA housing project. There have been no disruptions or property damage at the ROC.
- H. The Board deferred the Snyder & Sons, LLC landscaping and lawncare proposal, with a threeyear term to the March meeting. The annual cost is \$16,750.00. The approval will be subject to a service agreement to be provided by Mr. Beneventano.
- I. The Board approved the Ainsworth Inc. proposal in the amount of \$957.00 to replace the HVAC control board in the print shop.

Motion: Dave Shannon Second: Bill Kohl Approved 5-0

J. The Board approved the OAESYS Systems LC proposal in the amount of \$17,030.00 for a three-year term for the HVAC preventative maintenance program.

Motion: Eric Epstein Second: Bill Kohl Approved 5-0

K. The Board approved the YMCA Half Marathon route request to use the ROC parking lot for their April 14 event, subject to the tenants' approval and appropriate documentation.

Motion: Dave Shannon Second: Doug Gelder Approved 5-0

L. The Board approved Leasehold Change Order #13 in the amount of \$20,528.00 to install five ADA door openers and card access readers.

Motion: Dave Shannon Second: Eric Epstein Approved 5-0

- M. The Board deferred the consideration of paying the 2019 ROC loan in full, prior to June 1, 2024, subject to a resolution to be prepared by the Administrator.
- N. The Board approved the following fund transfers from the ROC checking account.
 \$1,000,000 to the ROC Contingency Account
 \$175,000 to the DCGA Administrative Account for the annual repayment of a cash advance that was used to buy subordinate debt.

Motion: Dave Shannon Second: Bill Kohl Approved 5-0

O. The Board approved the payment of the 2023 PILOT to Dauphin County, in the amount of \$760,000.00

Motion: Dave Shannon Second: Doug Gelder Approved 5-0

P. The Board approved the PADOT Lessor Consent in the amount of \$776.00 to move and extend power lines for a new cubicle and to install a 20 AMP circuit.

Q.

Motion: Eric Epstein Second: Bill Kohl Approved 5-0

January 31 Financial Report

Mr. Kehl provided an overview of the financial statements, as of January 31, 2024.

SOLICITOR'S REPORT -

None

FINANCIAL ADVISOR'S REPORT

None

GOLF COMMITTEE REPORT

Mr. Strand reported that will be no revenue transfer for the month of January to conserve operating cash. February rounds and revenue were slightly ahead of budget. The Grille Room has been painted and new televisions installed.

Troon presented their "Dynamic Pricing" model. The Board accepted the pricing model for 2024, following the recommendation of the Golf Committee.

Motion: Bill Kohl Second: Dave Shannon Approved 5-0

ADMINISTRATOR'S REPORT

Dauphin County General Authority Matters

A. Approved the payment to RBC Capital Markets in the amount of \$6,500 for the January Administrative Services Agreement.

Motion: Bill Kohl Second: Dave Shannon Approved 5-0

B. Approved payment to Guy Beneventano for legal services in the amount of \$6,872.41, including expenses in the amount of \$205.75.

Motion: Dave Shannon Second: Bill Kohl Approved 5-0

C. Approved the payment to Beyond The Numbers in the amount of \$3,328.27 for the January financial statement report and 1099 reports.

Motion: Bill Kohl Second: Dave Shannon Approved 5-0

D. The Board approved the payment of the McNees Wallace & Nurick LLC invoice in the amount of \$82,00.00 for work related to the 2005 Escrow and IRS filing. This expense will be reimbursed by the trustee.

Motion: Dave Shannon Second: Bill Kohl Approved 5-0

E. The Board approved the payment of the RBC Capital Markets invoice in the amount of \$7,500.00 for work related to the 2005 Escrow and IRS filing. This expense will be reimbursed by the trustee.

Motion: Dave Shannon Second: Bill Kohl Approved 5-0

Dauphin Highlands Golf Course: Matters Requiring Action

		\$31,035.51.		
		Motion: Dave Shannon	Second: Bill Kohl	Approved 5-0
	В.	The Board approved the Cowbell Cyber policy, with an initial annual premium in the amount of \$1,211.00.		
		Motion: Dave Shannon	Second: Eric Epstein	Approved 5-0
	C.	The Board approved the payment of the BNY/Mellon trustee invoice in the amount of \$1,500.00.		
		Motion: Dave Shannon	Second: Eric Epstein	Approved 5-0
	D.	The Board deferred the ADT Security Syste of the agreement.	m contract, subject to Mr. Benev	ventano's review
Old Business				
None				
Executive Session:				
None				
Other Business:				
None				
Meeting adjourned at 10:30 am.				

A. Ratified the March 1, 2024 S&T Bank Loan debt service payment in the amount of