

Dauphin County General Authority

Minutes for January 18, 2023 Board Meeting

Present: Barb Zemlock and Dave Shannon, in person. Todd Pagliarulo, Bill Kohl and Doug Gelder, by Zoom.

Administrator: Jay Wenger.

Financial Advisor: Jay Wenger.

Solicitor: Guy Beneventano.

PMI: Breanna McCoy, via Zoom.

Beyond The Numbers: Andrew Kehl, via Zoom.

Indigo Golf Management: Chris Strand, via Zoom, at 8:45.

The meeting was called to order at 8:00 am, by the Chair, Barb Zemlock, and a quorum was present. The meeting was properly advertised and recorded.

Executive Session held Between Board Meetings:

The Board held an executive session, December 28, 2022, to review several legal matters and to obtain the advice of counsel. The administrator was present to provide material information.

2023 Reorganization

The Board approved the following officer and committee positions:

Chair Barb Zemlock

Vice Chair Dave Shannon

Treasurer Bill Kohl

Secretary Todd Pagliarulo

Asst Sec/Asst Tsr Doug Gelder

Golf Committee: Bill Kohl, Chairman and Dave Shannon

Property Committee: Todd Pagliarulo, Chairman and Doug Gelder

Budget Committee: Dave Shannon

Approval of December 21, 2022 Board Meeting minutes:

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 5-0

Public Comment: None. There was no inquiry from any member of the general population.

RIVERFRONT OFFICE CENTER

- A. The Board approved the payment of the Keystone Display invoice in the amount of \$8,590.33 for work related to the monument sign. The expense will be paid from insurance proceeds.

Motion: Dave Shannon Second: Todd Pagliarulo Approved 5-0

- B. The Board approved the payment of the Capitol View Construction invoice in the amount of \$2,975.00 for work related to the replacement of a street drain box. The expense will be paid from the Renewal and Replacement Fund.

Motion: Dave Shannon Second: Todd Pagliarulo Approved 5-0

- C. The Board approved the payment of the Gannet Fleming invoice in the amount of \$6,201.00 for the 2022 Building Assessment report.

The expense will be paid from operations.

Motion: Todd Pagliarulo Second: Doug Gelder Approved 5-0

- D. The Board approved the payment to PMI in the amount of \$168,350.97 for the December operating expenses.

Motion: Dave Shannon Second: Todd Pagliarulo Approved 5-0

- E. The Board approved the Capitol View Construction proposal in the amount of \$492.00 to install a fire lane barrier.

This expense will be paid from operations.

Motion: Todd Pagliarulo Second: Dave Shannon Approved 5-0

- F. The Board approved the Diamond Floor Innovations proposal in the amount of \$5,550.00 to polish floor areas in the print shop. This expense will be paid from the Renewal and Replacement Fund.

Motion: Todd Pagliarulo Second: Dave Shannon Approved 5-0

- G. PMI reviewed the electricity consumption since the completion of the installation of the LED lights.

- H. The Board approved the PADOT lessor consent request in the amount of \$2,632.50 to install two bollards in the parking lot. This expense is a tenant expense.

Motion: Todd Pagliarulo

Second: Bill Kohl

Approved 5-0

- I. The Board tabled the PADOT lessor consent request in the amount of \$4,156.00 to install an electric vehicle charging station in the garage. The Board requested additional information to address the payment of electricity that will be used by the charging station.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 5-0

- J. The Board approved the PADOT lessor consent request in the amount of \$215.00 to remove three power poles. This expense is a tenant expense.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 5-0

- K. The Board approved the PADOT lessor consent request in the amount of \$173.52 to relocate two power poles. This expense is a tenant expense.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 3-0

FINANCIAL REPORTS

The December 31, 2022 financial statements were presented by Andrew Kehl.

SOLICITOR'S REPORT –

None

FINANCIAL ADVISOR'S REPORT

Mr. Wenger advised the Board that the 2022 ROC net cash flow was sufficient to fully fund the PILOT, the annual \$150,000 payment to the Administrative account as part of the reimbursement for funds advanced to purchase sub debt and to transfer \$1,000,000 to the ROC contingency fund. The Board directed Mr. Wenger to make the transfers.

GOLF COMMITTEE REPORT –

Mr. Strand reported that 2022 rounds were 50,890 and the 2022 revenue was \$2,294,000. Net income, before depreciation and debt service, was \$610,000.

Mr. Strand presented a lease option from TORO for equipment purchases. The Board directed Mr. Strand to present definitive lease terms at the February board meeting.

Mr. Strand discussed the 2023 daily rates and the Board agreed to increase rates for 2023 and to further analyze dynamic pricing for 2024.

Mr. Strand discussed the ongoing sewer usage invoices. Mr. Wenger will attend the Swatara Township Authority's January 18 meeting to present the Authority's request to adjust the invoice to properly account for sewage flow.

Administrator's Report:

Dauphin County General Authority Matters

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

Motion: Dave Shannon Second: Todd Pagliarulo Approved 5-0

- B. Approved payment to Guy Beneventano for legal services in the amount of \$6,728.07, including December expenses in the amount of \$61.41.

Motion: Bill Kohl Second: Todd Pagliarulo Approved 5-0

- C. Approved the payment to Beyond The Numbers in the amount of \$3,543.75 for the December financial statement reporting.

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

- D. The Board approved the PA Media Group invoice in the amount of \$112.61 for the 2023 board meeting schedule advertisement.

Motion: Dave Shannon Second: Todd Pagliarulo Approved 5-0

- E. The Board approved the 2023 RBC Capital Markets agreement to provide administrative services, subject to the Solicitor's review and approval.

Motion: Dave Shannon Second: Todd Pagliarulo Approved 5-0

Dauphin Highlands Golf Course: Matters Requiring Action

- A. Ratified the February 1, 2023 S&T Bank Loan debt service payment in the amount of \$31,037.62.

Motion: Todd Dave Shannon Second: Todd Pagliarulo Approved 5-0

- B. Mr. Strand provided information regarding the 2024 cart lease proposal and the sale of the existing fleet.

Old Business

The Board discussed the development of a website. Mr. Beneventano will provide a proposal to develop a website.

The Board directed Mr. Wenger to obtain a proposal to install a portable privacy wall in the Dauphin Highlands clubhouse.

The Board directed Mr. Wenger to develop a request for proposal for liability insurance, for 2023.

Executive Session:

The Board held an executive session to review a potential legal matter and to obtain the advice of the solicitor. The Administrator was present for a portion of the executive session to provide material information.

Other Business: None

Meeting adjourned at 10:05 am.

A handwritten signature in black ink, appearing to read "Todd Pagliarulo", written over a horizontal line.

Todd Pagliarulo, Secretary