Dauphin County General Authority

Minutes for November 16, 2022 Board Meeting

Present: Barb Zemlock and Dave Shannon, in person. Todd Pagliarulo 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 8:55.

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:

None

Approval of October 19, 2022 Board Meeting minutes:

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

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 CadeCor Energy and Lighting invoice in the amount of \$153,761.30 for work related to the LED lighting project.

The expense will be paid from the Contingency Fund.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

B. The Board approved the payment of the By Design invoice in the amount of \$3,600.00 for work related to the employee lobby project.

The expense will be paid from the Contingency Fund.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 5-0

C. The Board approved the payment of the Capitol View Construction invoice in the amount of \$8,255.00 for the installation of a guardrail in the east parking lot.

The expense will be paid from the Renewal and Replacement Fund.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

D. The Board approved the payment to PMI in the amount of \$156,874.75 for the October operating expenses.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- E. The LED lighting project is approximately 60% complete and is expected to be completed by early December.
- F. The Board approved the Floormax proposal in the amount of \$593.48 to replace carpet in the storage room.

This expense will be paid from operations.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

G. The Board approved the Capitol View Construction proposal in the amount of \$2,828.75 to install two portable speed bumps on the west driveway.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- H. Breanna McCoy presented a proposal, offered by Capitol View Construction, to replace 4 drain boxes and new asphalt paving at a cost in the amount of \$59,154.00. The Board directed PMI to replace the 4 drain boxes in 2023. This project will be subject to competitive bidding.
- I. Breanna McCoy presented a proposal, from Thyssenkrupp to repair the freight elevator at a cost in the amount of \$220,685.00. The Board directed PMI to present a proposal to provide the engineering work that will allow for a competitive bid process.
- J. The Board approved Lessor Consent request in the amount of \$2,316.02 to relocate a floor whip on the second floor.

This is a tenant expense.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

K. The Board ratified the janitorial services agreement with Facilities Concierge for one year, to October 31, 2023.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

L. The Board approved the Capitol View Construction demolition and construction agreement in the amount \$34,493.00 in connection with the fifth floor renovation project.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

M. The Board approved the Leasehold Improvement, Change Order #10, in the amount of \$16,829.20 to install a guard shack in the parking lot.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

N. The Board approved the Leasehold Improvement, Change Order #11, in the amount of \$34,493.00 in connection with the fifth floor renovation project.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

FINANCIAL REPORTS

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

The 2023 budgets were presented by Andrew Kehl. No action was taken and the final budgets will be considered at the December meeting.

SOLICITOR'S REPORT -

None

FINANCIAL ADVISOR'S REPORT

Mr. Wenger reported the gaming grant application is under consideration.

Mr. Wenger reviewed the long-range cash flow projections.

GOLF COMMITTEE REPORT -

Mr. Strand reported that October, 2022 was a record October for revenue and year to date revenue has exceeded budget. The cash transfer for the month of October was \$43,000.00.

Year to date, operating net income is \$129,000 over budget.

Water purchased year to date is \$46,000.

Mr. Strand discussed rate increases for 2023. The Board approved "dynamic pricing" for 2023. This pricing model will allow Troon Management to manage demand with pricing adjustments.

Administrator's Report:

Dauphin County General Authority Matters

A. Approved the payment to RBC Capital Markets in the amount of \$6,500 for the October Administrative Services Agreement. Dave Shannon was not present for the vote.

Motion: Doug Gelder

Second: Todd Pagliarulo

Approved 3-0

B. Approved payment to Guy Beneventano for legal services in the amount of \$6,728.16, including October expenses in the amount of \$61.50. Dave Shannon was not present for the vote.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

C. Approved the payment to Beyond The Numbers in the amount of \$2,950.00 for the October financial statement reporting. Dave Shannon was not present for the vote.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

D. The Board approved the Maher Duessel audit proposal for 2022 and 2023 in the amount of \$24,360.00 for 2022 and \$24,730.00 for 2023.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

E. Mr. Wenger reported that the Verizon telephone line has been ported to the golf course clubhouse and will continue to be forwarded, at all times, to Mr. Wenger.

F. The Board ratified the 2023 insurance policies for the Riverfront Office Center and the Dauphin Highlands golf course at a cost in the amount of \$86,694.00 and \$32,400.00, respectively.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

G. The Board approved the payment to Verizon in the amount of \$68.50 for the month of August.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

Dauphin Highlands Golf Course: Matters Requiring Action

A. Ratified the December 1, 2022 S&T Bank Loan debt service payment in the amount of \$31,036.57.

Motion: Todd Pagliaruo

Second: Dave Shannon

Approved 4-0

B. The Board tabled the approval of the December 1, 2022 debt service payment for the irrigation system loan, due to a lack of information.

Motion: Dave Shannon

Second: Todd Pagliarulo

Tabled 4-0

C. The Board approved the payment in the amount of \$9,139.50 to Troon Management to reimburse Troon Management for the purchase of a zero turn lawnmower.

Old Business

None

Executive Session:

None

Other Business: None

Meeting adjourned at 10:06 am.

Todd Pagliarulo, Secretary