

DAUPHIN COUNTY GENERAL AUTHORITY

Minutes of Regular Meeting- April 17, 2013

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PERSONS PRESENT

Members:

David W. Shannon, Vice Chairman
David M. Transue, Secretary
William D. Kohl, Treasurer
Douglas S. Gelder, Asst. Sec. /Asst. Treasurer

Advisors:

Jay Wenger, Susquehanna Group Advisors
Guy Beneventano, Esquire
Alphonse Miller, M&T Trust Company

Office Staff:

Cynthia L. Boratko, Executive Director
Abby L. Gabner, Asst. Executive Director
Darlene Graby, Accountant

MINUTES

CALL TO ORDER:

Mr. Shannon, Vice Chairman of the Board, called the Meeting to Order at 8:00 a.m. It was noted that a quorum was present and that the meeting had been properly advertised and that consistent with past practices, the meeting was being tape-recorded.

The Vice Chairman of the Board also stated that Executive Sessions were held on March 29 and April 05, 2013 to obtain the advice of counsel.

APPROVAL OF MINUTES:

Motion: It was moved by Mr. Kohl and seconded by Mr. Gelder to approve the Regular Board Meeting Minutes of March 20, 2013.

*Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.*

EXECUTIVE SESSION:

The Board went into Executive Session at 8:02 a.m. to obtain the advice of counsel.

RECONVENE REGULAR SESSION:

The Executive Session adjourned at 9:23 a.m. The Vice Chair reported that during Executive Session the Board received the advice of legal counsel.

PUBLIC COMMENT:

Nothing to report.

REPORT FROM THE TRUSTEE: Mr. Miller

The Trustee submitted a written report to the Board.

REPORT FROM FINANCIAL ADVISOR: Mr. Wenger

No report given.

REPORTS FROM COMMITTEES:

Golf Committee

Mr. Kohl reported to the board that the golf committee met on Friday, April 12, 2013. Billy Casper Golf (BCG) continues to do an excellent job. March 2013 was a rough month financially due to the weather. Year to date, the Highlands is approximately \$16,000 behind budget, however BCG is confident they can make that up on a good weekend. Televisions have been purchased for the grille area which is assisting to generate more income. The health inspector is requiring a wash sink to be installed in the kitchen. This will be completed within 30 days. A grand re-opening is being planned for May 2013. There will be multiple activities such as a putting contest and a barbeque. Invitations will be forthcoming. Press Releases are being written for both the upcoming grand re-opening and the AED units/training donated by Pinnacle Health. Approximately 140 letters soliciting hole-sponsorships have been mailed. The new logo has been approved. Staff uniforms will consist of shirts branded with the new logo, khaki pants, and hats. The grille is being branded "The Five Iron Grille" and the menu is being updated. Signage will be replaced which will cost approximately \$800-900. Windows for the clubhouse are ordered and will be installed later this month. Customer comments have been wonderful.

The next board meeting will be held at the Five Iron Grille to allow board members to experience the changes and improvements at the course.

10 MARS is expected to close on April 29, 2013. The solicitor has prepared a resolution regarding the use of the proceeds which has been sent to the Trustee for review.

REPORT FROM SOLICITOR: Mr. Beneventano

No report given.

FINANCIAL REPORT: Mrs. Graby

Updated financial reports and an executive summary were provided to members of the Board.

EXECUTIVE DIRECTOR'S REPORT: Mrs. Boratko

Mrs. Boratko provided a written report and requested the board act on the following items:

I. 100 Chestnut Street

Monthly Operational Request #04-2013

Motion: *It was moved by Mr. Kohl and seconded by Mr. Gelder to approve payment of the monthly Operational Request for 100 Chestnut Street.*

Question: *Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.*

II. Dauphin County General Authority MaherDuessel - Progress Payment

Motion: *It was moved by Mr. Kohl and seconded by Mr. Gelder to approve payment to MaherDuessel for accounting services.*

Question: *Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.*

Miller Dixon Drake – Quarterly Services Rendered

Motion: *It was moved by Mr. Kohl and seconded by Mr. Gelder to approve payment to Miller Dixon Drake for services rendered.*

Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.

III. Dauphin Highlands Golf Course
2013 Dauphin County Local Share Municipal Grant Agreement

Motion: It was moved by Mr. Kohl and seconded by Mr. Gelder to approve execution of the 2013 Dauphin County Local Share Municipal Grant Agreement.

Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.

NAI/CIR Addendum Ratification– 10 Mars Street Sales Agreement

This item was tabled per the suggestion of the solicitor. Mr. Beneventano is negotiating with the purchaser to absorb the cost of the transfer tax associated with the sale of 10 Mars Street.

IV. Hyatt Hotel
Requisition #28-2013-MaherDuessel Invoice – Schedule of Ground Rent & Surplus Revenue Report

Motion: It was moved by Mr. Gelder and seconded by Mr. Kohl to approve payment of Requisition #28-2013.

Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.

Schedule of Ground Rent & Surplus Revenue Report Audit Representation Letter - Ratification

Motion: It was moved by Mr. Kohl and seconded by Mr. Gelder to ratify the Audit Representation Letter.

Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.

Requisitions #27, 31, 32-2013 - Allegheny County Airport Authority

Motion: It was moved by Mr. Gelder and seconded by Mr. Kohl to approve Requisitions #27, 31, and 32-2013 for payment to the Allegheny County Airport Authority for land rental, the 2012 audit adjustment, and the first quarter audit adjustment, respectively.

Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.

OLD BUSINESS:

Nothing to Report.

MATTERS REQUIRING ACTION

I. HYATT HOTEL PROJECT
Revenue Fund Requisitions #24, 25, 26, 29, 30, 33 - 2013

Motion: It was moved by Mr. Kohl and seconded by Mr. Gelder to approve payment of Requisitions # 24, 25, 26, 29, 30, and 33 - 2013.

Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.

BOARD RATIFICATIONS

I. HYATT HOTEL PROJECT

Operational Funding Requisition #23 - 2013

Motion: It was moved by Mr. Kohl and seconded by Mr. Gelder to ratify Requisition #23 - 2013.

*Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.*

II. RIVERFRONT OFFICE CENTER

Parking Lot Leases

Motion: It was moved by Mr. Gelder and seconded by Mr. Kohl to ratify the parking lot leases for Riverfront Office Center.

*Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.*

OTHER BUSINESS:

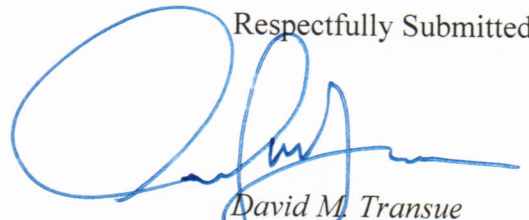
Nothing to report.

ADJOURNMENT:

— *Motion: It was moved by Mr. Gelder and seconded by Mr. Kohl to adjourn the meeting.*

*Question: Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Kohl - Aye.
Motion Carried.*

The meeting was adjourned at 9:50 a.m.

Respectfully Submitted,

David M. Transue
Secretary