

# *Dauphin County General Authority*

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Barbara A. Zemlock, Chairperson  
David W. Shannon, Vice-Chairperson  
Eric Epstein, Secretary  
Bill Kohl, Treasurer  
Doug Gelder, Assistant Secretary/ Assistant Treasurer

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## **WEDNESDAY, AUGUST 20, 2025 DAUPHIN COUNTY GENERAL AUTHORITY BOARD OF DIRECTORS REGULAR BOARD MEETING**

- I. CALL TO ORDER**
- II. APPROVAL OF THE JULY 16, 2025 BOARD MEETING MINUTES**
- III. THE BOARD HELD EXECUTIVE SESSIONS ON AUGUST 1 AND AUGUST 12 TO DISCUSS REAL ESTATE MATTERS and to obtain Legal Advice. THE ADMINISTRATOR AND MR. KEHL WERE PRESENT TO PROVIDE INFORMATION at the August 1 session, and the Administrator was present at the August 12 session to provide information.**
- IV. PUBLIC COMMENT**
- V. DAUPHIN HIGHLANDS RFP**
  - A. STATUS REPORT – BOARD CHAIR
  - B. MOTION: REQUESTING CONSIDERATION OF AND ACTION ON THE HARRISBURG I LLC PROPOSAL TO PURCHASE THE DAUPHIN HIGHLANDS GOLF COURSE.
- VI. GOLF COMMITTEE REPORT**

JULY TRANSFER = \$35,571.89.  
YEAR TO DATE ROUNDS ARE BELOW BUDGET.  
REVENUE IS \$43,000 BELOW BUDGET.  
MET WITH QUARRY, JULY 14, TO DISCUSS WATER ACCESS AND WAITING FOR REDLINED LEASE AGREEMENT.
- VII. FINANCIAL REPORT**
  - A. JULY 31, 2025 FINANCIAL REPORT
- VIII. RIVERFRONT OFFICE CENTER REPORT – BREANNA MCCOY**
  - A. PMI – JULY OPERATING EXPENSES - \$157,043.11

MOTION: REQUESTING APPROVAL FOR THE TRANSFER TO PMI IN THE AMOUNT OF \$157,043.11 TO PAY THE JULY 2025 OPERATING EXPENSES.
  - B. TK ELEVATOR INVOICE - \$25,517.32

MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE PYRAMID CONSTRUCTION INVOICE IN THE AMOUNT OF \$25,517.32 IN CONNECTION WITH THE CUSTOMER LOBBY PROJECT. THE INVOICE FOR THE PROJECT COST, LESS THE 10% RETAINAGE IN THE AMOUNT OF \$8,759.65.

THIS EXPENSE WILL BE PAID FROM THE RENEWAL AND REPLACEMENT FUND.
  - C. CAPITOL VIEW EXCAVATING PROPOSAL

MOTION: REQUESTING APPROVAL OF THE CAPITOL VIEW EXCAVATING PROPOSAL IN THE AMOUNT OF \$1,500.00 TO EXTRACT STORM DRAIN GRATES.

THIS IS AN OPERATING EXPENSE.
  - D. PADOT MOTORCYCLE TRAINING PROGRAM – STATUS REPORT - SOLICITOR
  - E. EASEMENT MAINTENANCE AGREEMENT - STATUS REPORT – SOLICITOR
  - F. TEMPORARY ACCESS EASEMENT – TUNNELS TO TOWERS PROJECT

MOTION: REQUESTING APPROVAL OF THE TEMPORARY ACCESS EASEMENT FOR THE TUNNELS TO TOWERS PROJECT.

- G. BUILDING RULES AND REGULATIONS – PROPOSED FINAL RULES -Solicitor report
- H. YMCA EVENT USE AGREEMENT  
MOTION: REQUESTING APPROVAL OF THE YMCA EVENT USE AGREEMENT
- I. SNYDER & SONS LLC – LANDSCAPING CONTRACT  
MOTION: REQUESTING APPROVAL OF THE AMENDED AGREEMENT FOR LANDSCAPING SERVICES.  
THIS AMENDMENT INCLUDE LAWN CARE WORK IN THE AREA PREVIOUSLY PROVIDED BY THE GREENBELT
- J. WILMINGTON TRUST – TRUSTEE INVOICE - \$5,000.00  
MOTION: REQUESTING APPROVAL OF THE WILMINGTON TRUST INVOICE IN THE AMOUNT OF \$5,000.00 FOR THE ANNUAL TRUSTEE FEE.  
THIS IS AN OPERATING EXPENSE
- K. JANITORIAL SERVICES AGREEMENT  
MOTION: REQUESTING APPROVAL OF THE SECOND SUPPLEMENTAL AGREEMENT WITH DIVERSIFIED MAINTENANCE TO EXTEND THE CONTRACT FOR ONE YEAR, AS PERMITTED PURSUANT TO THE CURRENT AGREEMENT.
- L. PADOT PROPERTY USE AGREEMENT  
PADOT IS REQUESTING APPROVAL TO HOST A “CORNHOLE EVENT” ON SEPTEMBER 17 THAT WILL INCLUDE A WATER DUNK TANK.  
WE DO NOT HAVE A USE AGREEMENT IN PLACE.
- M. COR CONSTRUCTION SERVICES INC. PROPOSAL  
MOTION: REQUESTING ACCEPTANCE OF THE COR CONSTRUCTION SERVICES INC. PROPOSAL IN THE AMOUNT OF \$67,946.00 TO REPLACE THE COOLING TOWER HEAT TRACE.  
THIS EXPENSE WILL BE PAID FROM THE CONTINGENCY ACCOUNT.
- N. CAPITOL VIEW CONSTRUCTION PROPOSAL  
MOTION: REQUESTING ACCEPTANCE OF THE CAPITOL VIEW CONSTRUCTION PROPOSAL IN THE AMOUNT OF \$49,794.00 TO REBUILD THE LOADING DOCK.  
THIS EXPENSE WILL BE PAID FROM THE CONTINGENCY FUND.

**IX. REPORT FROM THE ADMINISTRATOR  
MATTERS REQUIRING ACTION:**

- A. RBC CAPITAL MARKETS INVOICE - \$8,333.33.00 (July, 2025 Administrative Services)  
MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE RBC CAPITAL MARKETS LLC JULY INVOICE IN THE AMOUNT OF \$8,333.33.
- B. BEYOND THE NUMBERS INVOICE- \$3,500.00  
MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE BEYOND THE NUMBERS INVOICE IN THE AMOUNT OF \$3,500.00 FOR THE JULY ACCOUNTING WORK.
- C. POST & SCHELL INVOICE - \$17,217.00  
MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE POST & SCHELL INVOICE IN THE AMOUNT OF \$17,217.00 FOR JULY SPECIAL COUNSEL WORK.
- D. POST & SHELL INVOICE - \$4,905.00  
MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE POST & SCHELL SOLICITOR INVOICE IN THE AMOUNT OF \$4,905.00 FOR JULY SOLICITOR WORK.
- E. CYBER POLICY DISCUSSION- ADMINISTRATOR UPDATE

F. IRS SETTLEMENT AGREEMENT

MOTION: REQUESTING APPROVAL OF THE IRS SETTLEMENT AGREEMENT IN CONNECTION WITH THE 2005 ESCROW MATTER WITH THE TRUSTEE, BNY MELLON. THIS AGREEMENT HAS BEEN APPROVED BY BNY MELLON.

X. **DAUPHIN HIGHLANDS GOLF COURSE**

A. RATIFY THE SEPTEMBER 1, 2025 DEBT SERVICE PAYMENT – \$27,888.63

MOTION: REQUESTING RATIFICATION OF THE PAYMENT OF THE SEPTEMBER 1, 2025 DEBT SERVICE PAYMENT IN THE AMOUNT OF \$27,888.63.

B. ESCO SECURITY INVOICE #1 - \$5,756.00

MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE ESCO SECURITY INVOICE IN THE AMOUNT OF \$5,756.00 FOR THE SECURITY CAMERAS. THIS IS INVOICE #1.

C. GOLF CART SERVICES, INC. LEASE ADDENDUM

MOTION: REQUESTING APPROVAL OF THE CHANGE TO THE GOLF CART SERVICES, INC. AGREEMENT FOR THE GPS SOFTWARE. THE CHANGE WILL ADD A PAYMENT TO DECEMBER, 2025 TO MAINTAIN THE ORIGINAL PAYMENT TERM STRUCTURE.

XI. **OLD BUSINESS – NONE**

XII. **EXECUTIVE SESSION**

XIII. **ADJOURNMENT**