



Lancaster County Tax Collection Bureau

Management Committee

Meeting Agenda

November 13, 2025 – 8:00 AM

Zoom Meeting ID: 813 2007 5979 PW: LCTCB

I. Call to Order – Amanda Allison, Chair

Management Committee			
Amanda Allison, Chair		Andrew Stern, Past Chair	
Kirsten Peachey, Vice Chair		Rebecca Denlinger	
Kimberly Reynolds, Treasurer		Dan Forry	
Brian Harris, Secretary		Donna Robbins	

II. Public Comment (Agenda Items Only)

III. Action Items – Consent Agenda

- A. Approve Minutes – Meeting of October 2, 2025
- B. Approve Financial Reports for September 30, 2025
- C. Approve Expenditures & Disbursements for September 2025
- D. Approve 5 Year Extension of Executive Director's Contract through December 31, 2030.

IV. Discussion/Update Items

- A. Operations Update:
 - 1. EIT Compliance Letters have all been sent and the response due date is approaching.
 - 2. Staff are still processing returns from the extended deadline and compliance mailings.
 - 3. Currently testing the new E-file system and pending the results it will likely be rolled out to the public in the next few weeks.
- B. Real Estate Update:
 - 1. RE Nonpayment Reminders are going out this week.
 - 2. Overall, 89.8% of bills collected across all 8 districts
- C. 2026 Operating Budget Review:
 - 1. No substantive changes from the Draft shared last month.
 - 2. Motion to send Budget to 11/19 Board Meeting for Consideration
- D. 2026 Reorganization Preparation
- E. December MC Meeting

V. Public Comment

VI. Adjournment

VII. Executive Session (Legal & Personnel)

Upcoming Meetings

MC – January 8th, 2026 (Reorganization Prep)

Board – November 19th, 2025 (2026 Budget)