



Lancaster County Tax Collection Bureau
Management Committee
Meeting Agenda
January 8, 2026 – 8:00 AM
Zoom Meeting ID: 879 5605 2329 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) - Please Submit to
right_to_know_officer@lctcb.org by 7:30AM on 1/8)**

III. Action Items – Consent Agenda

- A. Approve Minutes – Meeting of November 13, 2025
- B. Approve Financial Reports for October & November 2025
- C. Approve Expenditures & Agency Disbursements for October & November 2025

- D. Approve Personnel Actions:
 1. Hire – Ann Bryson, Processor \$43,000 – Effective 12/15/2025
 2. Retirement – Sue Doyle, Processor - Effective 12/31/2025

IV. Discussion/Update Items

- A. Operations Update:
 1. Staffing
 - a) Currently have three positions available based on the budget.
 - b) Looking for opportunities to cast a wider net, college career boards, job fairs, etc.
 2. Mailings will be issued starting mid-January
 - a) Final returns
 - b) Filing reminders for those who filed online or with a CPA
 - c) Estimated Payment Coupons for 2026
 - d) 2026 LST Coupons
 3. Tax Season Prep
 - a) Websites will not be opened up for filings until week of January 19th to try and have taxpayers wait until formal W2's are received.

- B. Financial and Real Estate Update:**
 1. RE Turnover Prep and 2025-26 Wrap-up
 2. 2025 Year End Close and Audit Prep

- C. 1/14 Reorganization Meeting Documents and Process**

V. Public Comment

VI. Adjournment

VII. Executive Session (Legal & Personnel)

Upcoming Meetings

***MC* – February 5, 2026**

Board – January 14, 2026 (Reorganization)