



Lancaster County Tax Collection Bureau

Management Committee

Meeting Agenda

June 4, 2026 – 8:00 AM

Zoom Meeting ID: 850 7169 1728 PW: LCTCB

I. Call to Order – Kirsten Peachey, Vice 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 May 7, 2026
- B. Approve Financial Reports for April 2026
- C. Approve Expenditures & Agency Disbursements for April 2026

IV. Discussion/Update Items

- A. Tax Season Update:
 - 1. 210K Tax Returns have already been reviewed and processed for 2024, a decrease of 20K from last year. Roughly 50K returns remain to process from initial filings, as we transition to RE, Data Cleanup and Compliance.
 - 2. Doc Prep and Scanning are complete, and mail temps have completed their assignments. We still have 1 temp working completion/data entry.
- B. Other Items:
 - 1. RE Billing is expected to be complete and over to DHF June 18-26th.
 - 2. SOC Auditors came onsite Monday and Tuesday to review operations and walkthrough key processes ahead of normal SOC testing.
 - 3. Recommend we cancel the July meeting due to schedule conflicts and reconvene August 6th.
- C. MC Membership:
 - 1. Kimberly Reynolds, Treasurer, has submitted her resignation due to a job change.
 - 2. Jennifer Snyderman of Warwick has volunteered to be considered for the vacant MC position.
 - 3. Dan Forry of Penn Manor has volunteered to be considered for the vacant Treasurer position and will be addressed at the full board meeting due to the need to change the banking resolutions.

V. Public Comment

VI. Adjournment

VII. Executive Session (Legal & Personnel)

Upcoming Meetings

MC – August 6, 2026 (Zoom)

Board – June 11, 2026 (Zoom, Officer Change and Banking Update)