

City of Lancaster Revitalization and Improvement Zone Authority

Agreed-Upon Procedures Report

December 31, 2023

Independent Accountants' Report on Applying Agreed-Upon Procedures

To the Board of Directors of
City of Lancaster Revitalization and Improvement Zone Authority and
the Commonwealth of Pennsylvania,
Department of Community and Economic Development

We have performed the procedures enumerated below on assisting in evaluating the City of Lancaster Revitalization and Improvement Zone Authority's (the Authority) compliance with the provisions of the City Revitalization and Improvement Zone Program (CRIZ Program) requirements, which were created by Act 52 of 2013, for the year ended December 31, 2023. The Authority is responsible for complying with the provisions of the CRIZ Program.

The Authority has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement of complying with the provisions of the CRIZ Program. Additionally, the Commonwealth of Pennsylvania, Department of Community and Economic Development (DCED) has agreed to and acknowledged that the procedures performed are appropriate to meet their purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are as follows:

1. We agreed and recalculated the amount of the eligible local tax to the amount submitted to the local taxing authorities based on the tax worksheet provided by management of the Authority. No exceptions were found as a result of applying this procedure.
2. We agreed that the local taxing authority transferred the correct amount of eligible local tax to the Pennsylvania Treasury by reviewing the tax remittance summary and copy of check issued to the Pennsylvania Department of Revenue. No exceptions were found as a result of applying this procedure.
3. We agreed, by reviewing documentation provided by the Authority, including agreements, invoices, cancelled checks or wire transfers, that the state and local tax dollars transferred to the Authority were expended in accordance with CRIZ guidelines. No exceptions were found as a result of applying this procedure.
4. We noted that no restricted funds or excess funding was requested by the Authority under Section 1812-C of the Tax Reform Code. No exceptions were found as a result of applying this procedure.

We were engaged by the Authority to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We were not engaged to and did not conduct an audit or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the compliance with the provisions of the CRIZ Program for the year ended December 31, 2023. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for and the use of the Authority and DCED and is not intended to be, and should not be, used by anyone other than these specified parties.

Baker Tilly US, LLP

Lancaster, Pennsylvania
March 26, 2024