



## **Erie County Gaming Revenue Authority**

### **Minutes of the Board of Directors' Meeting**

**November 19, 2020**

This meeting is held via Zoom due to Governor Wolf's orders to stay at home during the time of this COVID-19 crisis.

#### **CALL TO ORDER**

The Board of Directors' Meeting of the Erie County Gaming Revenue Authority was held on November 19, 2020 via Zoom with a link that was provided to all Board members by the Executive Director. An agenda containing the Zoom link to this meeting was posted on the ECGRA website and at 5240 Knowledge Parkway, Erie, PA 16510. Legal Notice of the meeting was given through an advertisement appearing in the Erie Times-News. The meeting was called to order by the Chair.

#### **ROLL CALL**

Mr. Bagnoni (arrives late), Mr. Barney, Mr. Cleaver, Mr. DiPaolo, Ms. Hess, Mr. Paris, and Mr. Sample. Mr. Lee, Mr. Wachter, and Dr. Wood are also present.

#### **APPROVAL OF THE AGENDA**

Mr. Sample makes a motion to approve the agenda as presented. Mr. Cleaver seconds the motion. There is no discussion of the agenda. Motion carries 6-0.

#### **APPROVAL OF MINUTES** – October 2020

Mr. Cleaver makes a motion to accept the minutes. Mr. Sample seconds the motion. There is no further discussion on the minutes. Motion carries 6-0.

#### **DIRECTOR'S COMMENTS**

There are no comments by any member of the ECGRA Board at this time.

## COMMENTS BY THE CHAIR

Mr. Paris has no comments to make this time.

## PUBLIC COMMENT

There is no public on the call for comments.

## PRESENTATIONS

There are no presentations at this time.

## COMMITTEE REPORTS

- a. Treasurer's Report: Mr. Barney: I am not feeling very well today, so Perry would you like to go over any highlights?

Dr. Wood: I would be happy to do the Reader's Digest version of that.

Mr. Barney: Thank you.

Dr. Wood: We start with the Profit & Loss which is probably the most valuable summary report that exists in the Treasurer's Report. The P&L shows the savings interest and the payment from the Progress Fund; it shows the \$140,563 in Community Asset funding which was the Arts, Culture, and Heritage grants. There was a payment that went to the Corry Arts Council for their Special Event grant and then there was a phase two of Union City's Main Street program of \$121,000 and phase two of Union City's Renaissance Block program of \$20,000; you can see that Union City is very active right now in moving those projects forward.

The Balance Sheet remains unchanged; there's nothing really uncommon on there and then there is the Cash Flow. If anyone wants me to slow down and focus on any of these, I would be more than happy to. The other plethora of information comes from the Budget vs. Actual where we talk about expenses. You'll see under the Contracted Services category the standard payment to Parker Philips and Knox Law for Tim's legal service and then the payroll company. Next, you've got the rent under Facilities & Equipment. Then you'll see under Office Administration that there is very little going on there; you see the payment for the copier machine, subscription to Times News, and about one hundred dollars' worth of office supplies that you will see on Tammi's Visa later on.

Under Other Types of Expenses, you'll see the phone/IT which is standard and the insurance and then the Salaries and Wages which is unchanging. The next report is the Grant Reserve which is where you get into the actual detail of the P&L statement. We created this in order to give you the full back-up. If you look at the Community Asset list you will see all of the groups that drew down, and of course these are grants that they draw down the full amount; that is where you get the \$140,563 in grants. You'll also see the two payments to Union City for the Mission Main Street and Renaissance Block payments.

The final part of that report gives you an idea of what has been drawn down in the month of October and the amount remaining, compared to the original commitment. This is another supporting document to back up what is going on in the P&L statement. Tammi and I are working on cleaning this up because there are several things on there that need to be cleaned up. One of them is the removal of Penn Venture Partners from the list of Committed

Funds. Penn Venture Partners is no longer in existence; we had at one point in time set aside \$1 million to potentially invest in them as long as Tim and I could reach an agreement with them. We waited and waited and now the waiting is over; Penn Venture Partner is no longer in existence. By the way, that money, just to be clear, stays right where it is in the savings account; it is not going anywhere or is going to be reflected anywhere differently other than it will be removed from this grant reserve. The \$1 million is still right there in our bank account.

The Check Detail Report shows all the Community Assets paid out, you'll see the two payments to Union City for their grants, you'll see payroll, you'll see legal, you'll see phone/IT, insurance, and the security token which is our ability to do banking electronically. Moving on to the Visa statement, which is another back up document for the P&L, shows the subscription to the Erie Times, the Amazon bills are basically office supplies and if you need to, Tammi can go into detail on what those purchases were.

That concludes the financial report. Is there anything you would like me to dig into?

Mr. Sample makes a motion to approve the Treasurer's Report as presented. Mr. DiPaolo seconds the motion. There are no questions or further discussion of the Treasurer's Report. Motion carries 6-0.

- b. Strategic Planning Committee: Mr. Paris: We did have a planning meeting last week where we talked about the Community Centers and Anchor Building grant which we will hopefully approve later under New Business.
- c. Update from County Council: Mr. Horton is not on the call so there is no report from him at this time.
- d. Update from County Executive's Office: Mr. Lee: Good morning, Mr. Chairman; good morning everyone. I will be brief, but I would like to give you an update about the Request For Proposal for the Summer JAMS Program. That will be advertised the week of November 23<sup>rd</sup>; it will remain open as far as any organization that may be interested in submitting their Request For Proposal through December 18, 2020. Once we have the proposals back, we will review them the month of January and make a selection to begin in February 2021.

We will ask Dr. Wood to participate as he did in the prior year and we will ask for a representative from the Erie Community Foundation to be a part of the committee and of course a couple individuals from the County of Erie.

We are excited. It is going to be predicated on two years and then two additional years for our costs that will be submitted, just like we did last time, so it has the potential to be up to four years for the contract. Are there any questions? Mr. Chairman, that concludes my remarks for today. Thank you.

### REPORT OF THE EXECUTIVE DIRECTOR

Dr. Wood: Good morning everyone. The majority of the staff's time this month was spent in preparation for the Strategic Planning Committee meeting. I believe everyone on this call was at that meeting except for Mr. Cleaver who was unavailable that day. Let me review briefly. We did go over one Anchor Building grant which was a request from Downtown North East for the Sustain North East project, and we did also review Community Asset funding. We received 13 grant applications; we approved all 13 of them. Some of them were in need of match so the committee made provisional recommendations. Some of those groups have been rectified; others we are still waiting on. The Youth Leadership Institute and the North East Arts Council, for example, did come up with their match

but we are still waiting to hear from Eagle's Nest and JFK to come up with their match. However, as a committee, we did still recommend to fund them pending the staff's ability to document that match.

We do ask that you as a Board take a look at Resolution Number 21 which would be the 2020 Community Center grants in the Community Assets category for a total of \$167,976. Let me point out that this amount is \$1,000 less than what the committee approved; the reason for that is when we went back to the North East Arts Council on getting their match, they resubmitted a budget to us that was \$1,000 less than the original ask and the staff approved the resubmitted budget. All the other amounts have remained the same since the grant review, but I wanted to make you aware of the Arts Council changing from \$7,500 to \$6,500.

The Anchor Building was reviewed extensively and the committee recommended that as well and you will see that as Resolution Number 22, and this is considered Round 2 of Anchor Building for the 2020 calendar year. Strategic Planning did have a Community Asset briefing that included summaries as well as the full Downtown North East application.

In the Director's Report, you will see that the first document is the documentation from the County of the Gaming Revenue coming in, you'll see the Renaissance Block announcement which we got some press on yesterday actually. That was actually the announcement for the round that we did earlier in the year, but we decided to wait to do the press for it until after the election. There is also enough bad news with COVID, so we wanted to do some positive press.

Next, you will see some of the press we received, particularly in the Corry Journal, and then the Summer Jobs article which Mr. Lee actually sent me about the Summer JAM participant that eventually was hired as an inspection mechanic. Farther down you will see some articles about the Beehives, and then there's the coverage of the Presque Isle project that we helped fund as well.

I'll keep my report to that and open it up to any questions the Board might have.

Mr. DiPaolo: Yes, Perry, I just wanted to find out – I know that we had talked about last week when we had our meeting – in regards to the Erie Center of Arts and Tom was going to check into that a little bit further.

Dr. Wood: Actually, I spoke with Daria directly and she reassured me that she had already spoken to the coach about it and the items being purchased will be the 100% property of the Erie Center for Arts & Technology. Mr. Cleaver, just so you are aware, the question was whether or not if we did a grant to the eCAT for the basketball equipment which is going to update their gym, whether or not they would retain ownership of all that equipment. The answer was that absolutely they would as the nonprofit that received the grant.

Mr. DiPaolo: Thank you.

Mr. Cleaver: Thank you.

Dr. Wood: Then we dealt with the match issues, that we were able to deal with. Were there any other outstanding questions from the committee? There were questions about the technology with the MLK and JFK but I think we answered most of those. Tom, did you have anything else from the outstanding question list?

Mr. Maggio: No, I think that covered everything.

Dr. Wood: If the Board is comfortable, the committee has recommended Resolutions Number 21 and 22.

Mr. Paris: I just want to mention for the record that David Bagnoni has joined the meeting.

Mr. DiPaolo: I just wanted to remind you that in regards to the Eagle's Nest, I have the necessary paperwork from Tim.

Dr. Wood: The entire Board has access to that Conflict of Interest disclosure on the Board Effect. That, of course, is the standard memo that Tim provides for anyone who serves in an advisory capacity, whether legal or fiduciary or an advisory capacity on a Board. Mr. DiPaolo serves in an advisory capacity for the Eagle's Nest.

That concludes my report, Mr. Chair.

### SOLICITOR'S REPORT

Mr. Wachter has no report at this time.

### OLD BUSINESS

There is no Old Business to conduct at this time.

### NEW BUSINESS

- a. Resolution Number 21, 2020 – Resolution to enter into agreements with thirteen (13) Erie County community organizations and municipalities engaged in Community Centers as part of the Community Assets

Dr. Wood reads the resolution.

Mr. Barney makes a motion to accept the resolution. Mr. Cleaver seconds the motion.

Mr. Sample: I notice that the resolution states the number is \$168,976; isn't that supposed to be the lower number you stated of \$167,976?

Dr. Wood: Yes, the resolution on the Board Effect is not correct and it will be updated to reflect the \$167,976. That had to do with the amended budget that came through from the North East Arts Council.

Mr. Sample: Thank you for clarifying.

There is no further discussion of the resolution. Motion carries 6-0-1, with Mr. DiPaolo abstaining.

- b. Resolution Number 22, 2020 – Resolution to enter into an agreement with Downtown North East for a 2020 Anchor Building grant – Round 2.

Dr. Wood reads the resolution.

Mr. Sample makes a motion to accept the resolution. Mr. Cleaver seconds the motion. There is no further discussion of the resolution. Motion carries 7-0.

Mr. Cleaver moves to adjourn.