

**MEMORANDUM**

TO: Michael Paris  
Chairman of the Board  
Erie County Gaming Revenue Authority

FROM: Kelly Hess  
ECGRA Board Director

DATE: May 21, 2020

RE: Conflict of Interest Disclosure

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On this date, the Board of Directors of the Erie County Gaming Revenue Authority was presented with Resolution Number 11, 2020, which is a Resolution to fund applications selected through the Immediate Human Relief Grant Program as part of the Erie County COVID-19 Response Fund. One such entity is Harbor Creek School District.

I am the Superintendent of the Harbor Creek School District. As such, I have abstained from any deliberation or involvement in the process to determine whether to recommend an award to Harbor Creek High School, and I abstain from the deliberation, and vote, regarding the approval of the Resolution. Further, I announced my conflict during the meeting and request that this memo be made part of the minutes of the May 21, 2020 meeting of the ECGRA Board of Directors.