



MEETING OF THE BOARD OF DIRECTORS
VIA ZOOM

Notice posted on location at:
Knowledge Park; 5240 Knowledge Parkway; Erie, PA 16510
April 23, 2020

ZOOM Meeting Information:

<https://zoom.us/j/92305536917?pwd=TG1BVkdYcnVwLzhlYVZ2dXFzRVNWUT09>

Meeting ID: 923 0553 6917
Password: 540647

AGENDA

1. CALL TO ORDER
2. ELECTION OF OFFICERS
3. ROLL CALL
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – March 2020 Special Meeting
March 2020 Board Meeting
6. DIRECTOR'S COMMENTS
7. COMMENTS BY CHAIRMAN
8. PUBLIC COMMENT
9. PRESENTATION
10. COMMITTEE REPORTS
 - a. Treasurer's Report
 - b. Strategic Planning Committee
 - c. Update from County Council
 - d. Update from County Executive's Office
11. REPORT OF THE EXECUTIVE DIRECTOR
12. SOLICITOR'S REPORT

13. OLD BUSINESS

14. NEW BUSINESS

- a. Resolution Number 9, 2020 – Resolution to Fund Applicants Selected through the Immediate Human Relief Grant Program as part of the Erie County COVID-19 Response Fund

15. ADJOURNMENT

Next Regularly Scheduled Board Meeting of ECGRA

Date: Thursday, May 21, 2020
Time: 8:30 a.m. – BOARD Meeting
Location: ZOOM meeting



Erie County Gaming Revenue Authority

Minutes of the Special Meeting
held by the Board of Directors
March 11, 2020

CALL TO ORDER

The Special Meeting of the Board of Directors of the Erie County Gaming Revenue Authority was held on March 11, 2020 in the Board Room; 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. Barney, Mr. Bagnoni, Mr. Cleaver, Mr. DiPaolo, Ms. Hess, Mr. Paris, and Mr. Sample. Mr. Lee, Mr. Wachter and Dr. Wood are also present.

EXECUTIVE DIRECTOR'S COMMENTS

Dr. Wood: I just want to take a few minutes of your time and talk about the coronavirus. There are two items I would like to address.

1. This thing is accelerating really quickly. We just talked about how Edinboro University has moved to an online system based on this and schools are potentially cancelling. We don't know what's going to happen; we've seen what's happened in other cities and other states. For our April Board meeting, we will have the option available for you, especially if you're over 55 and you're most vulnerable to this, to call in or video-skype in from the Board Effect site. I will be here with a phone and technology so we obey the Sunshine Law, but you will be able to participate that way. It is our Annual meeting and it's an important one; we don't want to miss that. If you're comfortable using the technology, we will make sure that it's available to you.

Mr. Cleaver: That's not mandatory, right? I could come here physically?

Dr. Wood: Yes, absolutely. The next item I wanted to bring up is

2. I printed out an article for you here from the Nonprofit Times. The issue of the coronavirus has overtaken a lot of communication about what's going on in the government and the nonprofit sector. If you look at what's happening in other communities, nonprofits are financially tenable if not going bankrupt in some cases, and it's because they rely upon being able to meet in person to provide their services. I'm going to reach out to multiple organizations; I've already

reached out to the Community Foundation, the Health Department, and Bridgeway Capital to get a perspective of the small business community, local government, and the nonprofit sector to see what we can do to help, if anything. If we come up with any kind of tactics, I'll bring them up to the Board next Thursday. It may be necessary to create a loan fund for some of these organizations to succeed or to be able to bridge this gap. It may be necessary to provide unexpected funding to some of the nonprofits that are on the front lines of containing this. The food bank comes to mind, for example. This is an organization that provides for people who can't leave still have access to food and certain services. I just threw that out there.

I think we need to have multiple conversations with multiple funding agencies about how to do the Delphi Method – you know, we go to the oracle and yell into the cave and see what comes back.

Mr. Sample: If we create a loan fund, will these organizations have the ability to repay or would it be a grant?

Dr. Wood: I don't know the answer to that, but it ought to be part of the conversation. Are there any observations or questions for me?

You know, I wasn't taking this seriously until just a few days ago when I realized this is in Pennsylvania and is a threat and we are one of the organizations that can help deal with it.

Chairman Mike Paris calls an Executive Session at 8:34 a.m.



Erie County Gaming Revenue Authority
Minutes of the Board of Directors' Meeting
March 19, 2020

Due to technical issues, this meeting's recording was unable to be heard. Minutes reflect the notes taken during this meeting.

CALL TO ORDER

The Board of Directors' Meeting of the Erie County Gaming Revenue Authority was held on March 19, 2020 in the Jordan Room; 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. Barney (via Zoom), Mr. Bagnoni (via Zoom – joins late), Mr. Cleaver, Mr. DiPaolo, Ms. Hess (via Zoom), Mr. Paris, and Mr. Sample (via Zoom). Councilman Anderson, Mr. Lee (via Zoom), Mr. Wachter and Dr. Wood are also present.

APPROVAL OF THE AGENDA

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

APPROVAL OF MINUTES – February 2020

Mr. Cleaver makes a motion to approve the minutes as presented. Mr. DiPaolo seconds the motion. There is no discussion on the minutes. Motion carries 6-0.

DIRECTOR'S COMMENTS

There are no comments at this time.

COMMENTS BY THE CHAIR

Mr. Paris: With the events surrounding the coronavirus and the need for social distancing, I recognize that the staff of ECGRA has put in extra work this week and I just wanted to thank them for all their hard work.

PUBLIC COMMENT

There is no public comment.

PRESENTATIONS

There are no presentations.

COMMITTEE REPORTS

a. Treasurer's Report:

Mr. Barney reviews the financial statements and asks for questions. Mr. DiPaolo asks about the Check Detail Report and the checks that have been made to Parker Philips. Dr. Wood explains that Parker Philips is the organization we use to handle all communications such as media releases, press conferences, website, newsletter, social media, and message crafting to stakeholders. The money paid to them monthly is a professional services agreement that was reached between ECGRA and Parker Philips.

Mr. DiPaolo then questions the amount of \$7,500 that we paid Parker Philips in August 2019 along with the monthly agreement amount. Dr. Wood explains that the additional amount was for the Economic Impact Update that the Board had previously approved.

Mr. Cleaver makes a motion to accept the Treasurer's Report. Mr. Sample seconds the motion. There is no further discussion. Motion Carries 6-0.

b. Strategic Planning Committee: There is nothing to report.

c. Update from County Council: Councilman Carl Anderson is present at the request of Chairman Andre Horton. Mr. Anderson thanks the Erie County Gaming Revenue Authority for the foresight and willingness to act so quickly during the time of this international pandemic. Erie County Council passed a resolution urging ECGRA to create the COVID-19 Response Fund. Mr. Anderson applauded the efforts of Dr. Wood and the ECGRA Board for agreeing to administer the Response Fund.

d. Update from County Executive's Office: Mr. Lee gives an update on how Erie County is prepared to address the social distancing, lack of work and schooling, and other effects that COVID-19 may have upon Erie County. Although we don't know what to expect, the County will be working closely with the Erie County Department of Health to do what is in the best interest of the citizens of Erie County.

At this point, Dr. Wood addresses the possibility of students needing to be home-schooled in the event of a quarantine. He mentions that he has been in touch with the Erie County Library system and the EPS Superintendent about utilizing internet hotspots for those without access to broadband at home. Dr. Wood states that this may be a need he will bring to the Board soon. Research is in progress.

REPORT OF THE EXECUTIVE DIRECTOR

Due to limited time, Dr. Wood foregoes giving his report.

SOLICITOR'S REPORT

Due to limited time, Mr. Wachter forgoes giving his report.

OLD BUSINESS

- a. Ignite Erie 12-month Contract Extension – Dr. Wood was approached and asked if the Ignite Erie project could have an extension, as they have been unable to fully complete the work in the amount of time previously agreed upon. Because of the length of the extension, Dr. Wood is asking the Board to approve the staff to grant up to 24-month extensions on all grants due to the unique circumstances faced by the COVID-19 crisis. Many nonprofits will be delayed or unable to accomplish their projects in the near future.

Mr. Sample makes a motion to give the staff the ability to grant 24-month extensions when appropriate. Mr. Cleaver seconds the motion. There is no further discussion. Motion carries 7-0.

NEW BUSINESS

- a. Resolution Number 2, 2020 – Resolution to enter into agreements with 44 Erie County Special Events grant applicants for the year 2020.

Dr. Wood reads the resolution.

Mr. DiPaolo asks if there is a conflict of interest for him to vote for this resolution as he is a parishioner of Sacred Heart Church. Mr. Wachter reviews what an actual conflict of interest is, stating that he or someone in his immediate family would have to receive financial gain from supporting this resolution. Since that is not the case, Mr. Wachter assures Mr. DiPaolo that he will not be in conflict by voting for this resolution.

There is discussion about the logistics of awarding the funds to events that may not happen due to social distancing rules. Dr. Wood and Mr. Maggio informed the Board that they will be issuing the checks on a grant-by-grant basis as the individual events near execution.

Mr. Sample makes a motion to approve the Special Events funding. Mr. Cleaver seconds the motion. There is no further discussion. Motion carries 7-0.

- b. Resolution Number 3, 2020 – Resolution to approve the Employment Contract of the Executive Director.

Dr. Wood reads the resolution.

Mr. Sample makes a motion to approve the resolution. Ms. Hess seconds the motion. There is no further discussion. Motion carries 4-3, with Mr. Bagnoni, Mr. Cleaver, and Mr. DiPaolo voting in the negative.

- c. Resolution Number 4, 2020 – Resolution to Adopt the 2020-2021 Budget.

Dr. Wood reads the resolution.

Mr. Cleaver discusses the fact that the Board just passed the Executive Director's contract, in which there was a significant raise. He also states that the numbers in the budget reflect higher raises than cost of living for both Mr. Maggio and Ms. Michali. His opinion on the matter is that even though Dr. Wood did a fine job in cutting other areas of the budget, there should be an even bigger cut. Mr. Cleaver feels that the Board should no longer agree to pay for the monthly services to Ridge Policy Group for the lobbying services they provide. Mr. DiPaolo and Mr. Bagnoni agree that the Ridge Policy Group contract should be discontinued.

Mr. Cleaver makes a motion to accept the budget if it is amended to no longer include Ridge Policy Group. Mr. DiPaolo seconds this motion.

Mr. Paris asks Dr. Wood if he has anything to say regarding the Ridge Policy Group. Dr. Wood insists he has said all he can about Ridge Policy Group and their effectiveness in monthly reports and past board meetings. He has no further comment.

There is no further discussion.

The motion to accept the amended budget eliminating Ridge Policy Group's contract carries 4-3, with Ms. Hess, Mr. Paris, and Mr. Sample voting in the negative.

- d. Resolution Number 5, 2020 – Resolution to Create a COVID-19 Response Fund

Dr. Wood reads the resolution. This resolution creates a pot of \$500,000 to be used for grants in the area of immediate human relief.

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

Mr. Cleaver makes a motion to combine the next three resolutions (Resolution Numbers 6, 7, and 8) as they are all related to funding that will alleviate the economic effects of COVID-19. Resolution Number 6 will place up to \$800,000 at Bridgeway Capital to make loans to small businesses in Erie County negatively impacted by the crisis. Resolution Number 7 will place up to \$800,000 at Bridgeway Capital to make loans to nonprofits in Erie County negatively

impacted by the crisis. Resolution Number 8 will place up to \$250,000 at the Erie County Redevelopment Authority to make loans to small businesses in Erie County negatively impacted by the crisis. Mr. Sample seconds the motion to combine the resolutions. There is no further discussion. Motion carries 7-0.

- e. Resolution Number 6, 2020 – Resolution to Create a COVID-19 Small Business Loan Fund
- f. Resolution Number 7, 2020 – Resolution to Create a COVID-19 Non-Profit Loan Fund
- g. Resolution Number 8, 2020 – Resolution to Support the Erie Redevelopment Authority with a Small Business Loan Fund

Mr. Sample moves to approve all three resolutions. Mr. Cleaver seconds the motion. There is no further discussion. Motion to approve all three resolutions carries 7-0.

Mr. Cleaver moves to adjourn.



**Erie County Gaming Revenue Authority
Profit & Loss
March 2020**

	<u>March</u>	<u>YTD</u>	<u>Budget YTD</u>	<u>2019-20 Budget</u>
Ordinary Income/Expense				
Income				
44800 · Gaming Revenue		4,438,816.76		
46400 · Other Types of Income				
46410 · Interest Income - Savings	10,024.40	139,936.79		
46422 · Interest Income - BWC - Erie Grow	7,583.33	30,500.00		
46424 · Interest Income - Progress Fund		20,000.00		
46425 · Interest Income - EDF Restruct		13,008.13		
46426 · Int. Income - BWC - Inclusive	6,319.44	25,416.66		
46427 · Interest Income - Blue Highway		4,674.51		
46430 · Miscellaneous Revenue				
Total Income	<u>23,927.17</u>	<u>4,672,352.85</u>		
Expense				
62100 · Contracted Services	8,108.40	118,157.10	146,000.00	146,000.00
62800 · Facilities & Equipment	1,452.31	16,031.40	23,000.00	23,000.00
65000 · Office Administration	663.50	13,312.53	26,650.00	26,650.00
65100 · Other Types of Expenses	4,666.74	55,638.26	60,850.00	60,850.00
66000 · Payroll Expenses	15,603.94	210,100.64	227,250.00	227,250.00
Total Expense	<u>30,494.89</u>	<u>413,239.93</u>	<u>483,750.00</u>	<u>483,750.00</u>
Net Ordinary Income	(6,567.72)	4,259,112.92		
Other Income/Expense				
70000 · Grants / Settlements				
70030 · Community Assets		433,708.60		
70050 · Municipal Settlements		1,109,704.19		
70070 · Special Events		175,515.39		
70090 · Multi-Municipal Collaboration		295,655.00		
70100 · Mission Main Street		683,840.00		
70120 · Summer Jobs Program	11,875.19	153,633.07		
70130 · Small Business Financing		0.00		
70140 · Pilot Projects		55,000.00		
70150 · Shaping Tomorrow		0.00		
70170 · Renaissance Block		119,920.00		
70180 · Anchor Building		340,276.20		
70190 · COVID-19 Immediate Human Relief	125,025.00	125,025.00		
Total 70000 · Grants / Settlements	<u>136,900.19</u>	<u>3,492,277.45</u>		
Net Other Income	<u>(136,900.19)</u>	<u>(3,492,277.45)</u>		
Net Income	<u>(143,467.91)</u>	<u>766,835.47</u>		



Erie County Gaming Revenue Authority
Balance Sheet
As of March 31, 2020

	March
ASSETS	
Current Assets	
Checking/Savings	
10000 · ErieBank - Checking	55,350.85
10100 · ErieBank - Savings	
10101 · Committed Funds	4,167,776.50
10102 · Restricted Funds	3,329,112.57
10100 · ErieBank - Savings - Other	2,986,402.78
Total 10100 · ErieBank - Savings	10,483,291.85
Total Checking/Savings	10,538,642.70
Other Current Assets	
12000 · Notes Receivable	
12003 · Note Receivable - CIBA	18,846.25
12004 · Note Receivable - BWC - Erie Growth	1,000,000.00
12005 · Note Receivable - Progress	1,000,000.00
12010 · Note Receivable - 1855 Capital	500,000.00
12050 · Note Receivable - EDF Restruct	1,300,000.00
12060 · Notes Receivable - BWC - Inclu	2,500,000.00
12070 · Note Receivable - Blue Highway	250,000.00
12900 · Reserve for Uncollectable Notes	(1,310,000.00)
Total 12000 · Notes Receivable	5,258,846.25
14500 · Prepaid Insurance	358.98
Total Other Current Assets	5,259,205.23
Total Current Assets	15,797,847.93
TOTAL ASSETS	15,797,847.93
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	2,927,064.18
32000 · Unrestricted Net Assets	12,103,948.28
Net Income	766,835.47
Total Equity	15,797,847.93
TOTAL LIABILITIES & EQUITY	15,797,847.93



Erie County Gaming Revenue Authority
Statement of Cash Flows
March 2020

	<u>March</u>
OPERATING ACTIVITIES	
Net Income	(143,467.91)
Adjustments to reconcile Net Income to net cash provided by operations:	
14500 - Prepaid Insurance	756.75
Net cash provided by Operating Activities	<u>(142,711.16)</u>
Net cash increase for period	(142,711.16)
Cash at beginning of period	<u>10,681,353.86</u>
Cash at end of period	<u><u>10,538,642.70</u></u>



Erie County Gaming Revenue Authority
Budget vs. Actual
March 2020

Expense	March	YTD	Budget	Over/(Under) Budget	% of Budget
62100 · Contracted Services					
62110 · Accounting Fees	0.00	12,740.32	11,500.00	1,240.32	110.79%
62120 · Government Relations Services	4,000.00	46,381.05	58,000.00	(11,618.95)	79.97%
62130 · Professional Services	2,490.00	40,770.00	36,000.00	4,770.00	113.25%
62140 · Legal Services	1,535.50	15,998.00	35,000.00	(19,002.00)	45.71%
62145 · Website Design	0.00	1,182.43	4,000.00	(2,817.57)	29.56%
62150 · Payroll Services	82.90	1,085.30	1,500.00	(414.70)	72.35%
Total 62100 · Contracted Services	8,108.40	118,157.10	146,000.00	(27,842.90)	80.93%
62800 · Facilities & Equipment					
62840 · Office Equipment	0.00	55.99	5,000.00	(4,944.01)	1.12%
62890 · Rent	1,452.31	15,975.41	18,000.00	(2,024.59)	88.75%
Total 62800 · Facilities & Equipment	1,452.31	16,031.40	23,000.00	(6,968.60)	69.70%
65000 · Office Administration					
65010 · Books, Subscriptions, Dues	59.62	2,565.07	3,500.00	(934.93)	73.29%
65020 · Postage	19.07	422.68	500.00	(77.32)	84.54%
65030 · Printing	0.00	0.00	1,000.00	(1,000.00)	0.00%
65040 · Office Supplies	82.25	1,460.75	2,800.00	(1,339.25)	52.17%
65050 · Cell Phone	0.00	1,297.75	2,200.00	(902.25)	58.99%
65060 · Copier Lease	345.95	3,805.45	4,200.00	(394.55)	90.61%
65070 · Copier Printing Costs	0.00	813.19	2,000.00	(1,186.81)	40.66%
65080 · Bank Fees	105.00	235.00	200.00	35.00	117.50%
65085 · Professional Development	0.00	1,001.00	5,000.00	(3,999.00)	20.02%
65090 · Meeting Expenses	51.61	1,711.64	5,000.00	(3,288.36)	34.23%
65095 · Miscellaneous Expense	0.00	0.00	250.00	(250.00)	0.00%
Total 65000 · Office Administration	663.50	13,312.53	26,650.00	(13,337.47)	49.95%
65100 · Other Types of Expenses					
65105 · Outreach	0.00	5,596.50	12,000.00	(6,403.50)	46.64%
65110 · Advertising	72.60	4,639.40	12,000.00	(7,360.60)	38.66%
65115 · Phone/IT/Fax	3,815.39	21,154.23	18,000.00	3,154.23	117.52%
65120 · Insurance	778.75	16,149.87	9,850.00	6,299.87	163.96%
65130 · Grant Management Software	0.00	4,900.00	4,900.00	0.00	100.00%
65150 · Travel	0.00	3,198.26	9,000.00	(5,801.74)	35.54%
Total 65100 · Other Types of Expenses	4,666.74	55,638.26	65,750.00	(10,111.74)	84.62%
66000 · Payroll Expenses					
66005 · Salaries & Wages	13,731.11	186,464.47	201,000.00	(14,535.53)	92.77%
66010 · FITW Tax	1,069.63	14,536.12	15,100.00	(563.88)	96.27%
66015 · FUTA Tax	7.37	126.00	150.00	(24.00)	84.00%
66020 · PASUI Tax	145.83	861.51	2,000.00	(1,138.49)	43.08%
66500 · Retirement	650.00	8,112.54	9,000.00	(887.46)	90.14%
Total 66000 · Payroll Expenses	15,603.94	210,100.64	227,250.00	(17,149.36)	92.45%
Total Expense	30,494.89	413,239.93	488,650.00	(75,410.07)	84.57%



Erie County Gaming Revenue Authority
Schedule of Grant Reserve
As of March 31, 2020

	March	YTD	Totals/Subtotals
Restricted Uncommitted Funds	3,329,112.57		
Committed Funds	4,167,776.50		

2019 Restricted Funds: (75% - after settlement payments)

First Quarter Gaming Revenue	279,989.73		
Second Quarter Gaming Revenue	985,614.81		
Third Quarter Gaming Revenue	1,043,356.36		
Fourth Quarter Gaming Revenue	1,020,151.67		3,329,112.57

FY Disbursements:

First Quarter Disbursements	874,055.30		
Second Quarter Disbursements	742,426.43		
Third Quarter Disbursements	846,405.45		
Fourth Quarter Disbursements	136,900.19	1,029,390.27	3,492,277.45

Disbursements Detail

Grants/Settlements

	March	YTD	Subtotal
Community Assets			
ACH			
Community Access Television		7,000.00	
Edinboro Highland Games		8,000.00	
Erie Yesterday		12,250.00	
Film Society of Northwestern PA		15,000.00	
Goodell Gardens & Homestead		10,000.00	
Greater Erie Alliance for Equality		7,000.00	
Lake Erie Fanfare, Inc.		10,000.00	
League of Women Voters Erie Co. Chapter		15,000.00	
North East Community Fair Association		3,150.00	
Presque Isle Chapter, NSDAR		15,000.00	
WQLN Public Media		6,000.00	
Young Artists Debut Orchestra		10,000.00	
AmeriMasala		8,000.00	
Edinboro Arts & Music Fest		10,000.00	
Corry Community Development Corp.		10,000.00	
PFT			
Asbury Woods Partnership, Inc.		14,918.23	
Bayfront Eastside Taskforce		20,000.00	
Borough of Edinboro		25,000.00	
Headwaters Natural Resource Center Trust		25,000.00	
Humane Society of NWPA		15,000.00	
Lake Erie Arboretum at Frontier		14,712.37	
Lake Erie Region Conservancy		12,459.00	
Platea Borough		2,500.00	
Springfield Township		3,750.00	
Washington Township		16,500.00	

Erie County Gaming Revenue Authority
Schedule of Grant Reserve
As of March 31, 2020

	<u>March</u>	<u>YTD</u>	<u>Subtotal</u>
CC Academy Neighborhood Association		3,000.00	
Booker T. Washington Center		15,000.00	
Borough of Girard		5,000.00	
Borough of North East		10,000.00	
Community Health Net		15,000.00	
Eagle's Nest Leadership Corporation		15,000.00	
Edinboro Legion Pool, Inc.		15,000.00	
JFK Center		2,954.00	
Martin Luther King Center		15,000.00	
Northwestern Community Youth Center		3,000.00	
Urban Erie Community Development Corp		15,000.00	
YMCA of Corry		12,000.00	
YMCA of Greater Erie		11,515.00	
		<u>433,708.60</u>	<u>433,708.60</u>

Special Events

Achievement Center	1,449.48
Albion Area Fair, Inc.	10,351.80
AmeriMasala	1,070.28
Asbury Woods Partnership, Inc.	876.60
Borough of North East	1,540.80
Borough of Union City	454.10
CAFE	12,085.20
Corry Area Arts Council	277.20
Crime Victim Center of Erie County, Inc.	2,000.02
Downtown North East, Inc.	4,558.50
Barber National Institute	9,626.09
Edinboro Highland Games	2,124.00
Edinboro University Foundation	7,668.00
Erie Homes for Children and Adults, Inc	2,367.00
Erie Asian Pacific American Association	684.00
Erie Contemporary Ballet Theatre	5,847.55
Erie Downtown Partnership	4,014.00
Erie Regional Chamber & Growth Partner.	3,204.14
French Creek Council, BSA	492.03
Harborcreek Township	881.96
Holy Trinity Roman Catholic Church	4,982.40
Jefferson Educational Society of Erie	11,340.00
Lake Erie Arboretum at Frontier	1,476.00
Lake Erie Fanfare, Inc.	3,801.60
Lake Erie Greek Cultural Society	5,076.00
Mercy Center for Women	1,629.00
Preservation Erie	448.20
Presque Isle Partnership	3,500.82
Roar on the Shore Inc.	17,421.75
SafeNet	1,620.00

Erie County Gaming Revenue Authority
Schedule of Grant Reserve
As of March 31, 2020

	March	YTD	Subtotal
Saint Joseph Church		3,600.00	
Saint Patrick Church		4,181.40	
ServErie		3,060.00	
SSJ Neighborhood Network		3,310.80	
Goodell Gardens & Homestead		810.00	
Iroquois School District Foundation		3,171.60	
The Nonprofit Partnership		3,510.00	
Tom Ridge Environmental Center Foundation		608.40	
Union City Pride		722.14	
Waterford Community Fair Association		6,118.67	
Wattsburg Agricultural Society		10,575.14	
WQLN Public Media		1,722.96	
YMCA of Greater Erie		8,535.42	
Young Artists Debut Orchestra		2,214.54	
Youth Leadership Institute of Erie		505.80	
		175,515.39	175,515.39

Municipalities

Summit Township		499,366.89	
Greene Township		122,067.46	
McKean Township		122,067.46	
Millcreek Township		122,067.46	
Waterford Township		122,067.46	
Erie County		122,067.46	
		1,109,704.19	1,109,704.19

Multi-Municipal Collaboration

1 Erie Area Council of Governments			
return of unspent funds - 2018 MMC		-30,000.00	
Census 2020 Outreach - 2nd payment		50,000.00	
JES - Civic Leadership Academy		100,000.00	
		120,000.00	120,000.00
2 Borough of North East		82,000.00	
Girard Township		17,000.00	
West County Paramedic Association		70,000.00	
West Erie County EMA		6,655.00	
		175,655.00	175,655.00

Neighborhoods & Communities

Renaissance Block

Borough of Union City		25,000.00	
Our West Bayfront		40,000.00	
Preservation Erie		26,920.00	
SSJ Neighborhood Network		28,000.00	
		119,920.00	119,920.00

Erie County Gaming Revenue Authority
Schedule of Grant Reserve
As of March 31, 2020

	<u>March</u>	<u>YTD</u>	<u>Subtotal</u>
Anchor Building			
Grace Church 2018		20,000.00	
Our West Bayfront 2018		80,000.00	
Performing Artists Collective Alliance 2018		69,501.20	
City of Corry - return of unspent funds 2018		-5,225.00	
Benedictine Sisters of Erie, Inc.		42,000.00	
Erie Center for Arts & Technology		15,000.00	
Erie Masonic Temple Preservation Foundati		14,000.00	
Housing & Neighborhood Development Servic		10,000.00	
Impact Corry		15,000.00	
Mercy Center for Women		80,000.00	
			340,276.20
Mission Main Street - Round 2A			
Borough of Edinboro		95,350.00	
Borough of Union City		75,000.00	
			170,350.00
Mission Main Street - Round 2B			
Our West Bayfront		116,190.00	
Preservation Erie		28,000.00	
SSJ Neighborhood Network		90,500.00	
			234,690.00
Mission Main Street - Round 3			
Borough of Girard		80,000.00	
Impact Corry		115,200.00	
Waterford Borough		83,600.00	
			278,800.00
Youth & Education			
Summer Jobs & More			
Greater Erie Community Action Committee	11,875.19	150,000.00	
			150,000.00
Pilot Programs			
Partnership for a Healthy Community		50,000.00	
JES - Building an Iconic Connection		5,000.00	
			55,000.00
Immediate Human Relief Fund (COVID-19)			
Second Harvest Food Bank of NWPA	84,000.00	84,000.00	
North East Community Food Pantry	1,000.00	1,000.00	
Erie Family Center	7,500.00	7,500.00	
YMCA of Greater Erie	16,000.00	16,000.00	
Mercy Center for Women	9,525.00	9,525.00	
The Upper Room of Erie	5,000.00	5,000.00	
Metro-Erie Meals on Wheels	2,000.00	2,000.00	
			125,025.00
Total Funds Disbursements	136,900.19	3,488,644.38	3,488,644.38

Erie County Gaming Revenue Authority
Schedule of Grant Reserve
As of March 31, 2020

Committed Funds:	<u>March</u>	<u>Amount Remaining</u>	<u>Original Commitment</u>
Renaissance Block			
1 Academy Neighborhood Association		11,250.00	22,500.00
Borough of North East		0.00	50,000.00
Borough of Union City		0.00	50,000.00
Our West Bayfront		10,000.00	100,000.00
Robbins Blass Neighborhood Watch		0.00	6,000.00
Sisters of Mercy		0.00	25,000.00
SSJ Neighborhood Network		7,000.00	70,000.00
2 Bayfront Eastside Taskforce		25,000.00	50,000.00
Preservation Erie		0.00	53,840.00
ServErie		29,000.00	58,000.00
Anchor Building			
18 Emmaus Ministries, Inc.		5,000.00	100,000.00
Grace Church		80,000.00	100,000.00
Our West Bayfront		0.00	100,000.00
Performing Artists Collective Alliance		5,000.00	93,126.50
19 Benedictine Sisters of Erie, Inc.		0.00	42,000.00
Erie Center for Arts & Technology		60,000.00	75,000.00
Erie Masonic Temple Preservation Foundation		56,000.00	70,000.00
Housing & Neighborhood Development Services		40,000.00	50,000.00
Impact Corry		60,000.00	75,000.00
Mercy Center for Women		20,000.00	100,000.00
Mission Main Street			
1 Borough of North East		110,000.00	250,000.00
Borough of Union City		0.00	10,000.00
City of Erie		225,000.00	250,000.00
Erie Downtown Partnership		180,000.00	250,000.00
2A Borough of Edinboro		154,650.00	250,000.00
Borough of Union City		125,000.00	200,000.00
2B Our West Bayfront		133,810.00	250,000.00
Preservation Erie		122,000.00	150,000.00
SSJ Neighborhood Network		159,500.00	250,000.00
3 Borough of Girard		90,000.00	170,000.00
Impact Corry		87,200.00	202,400.00
Waterford Borough		166,200.00	249,800.00
Multi-Municipal Collaboration			
Erie Area Council of Governments		0.00	50,000.00
GECAC - Summer Jobs Program 2019	11,875.19	0.00	150,000.00
PennVenture Partners		1,000,000.00	1,000,000.00
Shaping Tomorrow			
Empower Erie - Community College		370,000.00	400,000.00
Erie's Public Schools - Tech After Hours		66,666.50	200,000.00
Immediate Human Relief Fund (COVID)			
Second Harvest Food Bank of NWPA	84,000.00	84,000.00	168,000.00

Erie County Gaming Revenue Authority
Schedule of Grant Reserve
As of March 31, 2020

	<u>March</u>	<u>Amount Remaining</u>	<u>Original Commitment</u>
Committed Funds (cont):			
Beehive Network			
Edinboro University Foundation		143,000.00	200,000.00
Erie Regional Library Foundation		115,000.00	200,000.00
Gannon University		175,000.00	200,000.00
Mercyhurst University		102,500.00	200,000.00
Penn State University (Behrend)		100,000.00	200,000.00
Pilot Program			
Partnership for a Healthy Community		50,000.00	100,000.00
Total Committed Funds	<u><u>95,875.19</u></u>	<u><u>4,167,776.50</u></u>	<u><u>6,840,666.50</u></u>

Erie County Gaming Revenue Authority
Check Detail Report
March 2020

Date	Num	Name	Memo	Amount
03/03/2020	EFT	VISA	2020 February Statement	-236.05
03/04/2020	EFT	ECCA, Inc.	2/15/20 to 2/28/20 Payroll	-6,969.53
03/04/2020	EFT	Fidelity Investments	2/15/20 to 2/28/20 Retirement	-524.68
03/04/2020	2920	Penn State University - Knowledge Park	2020 March Rent	-1,452.31
03/04/2020	2921	Velocity Network, Inc.	Phone/IT/Fax	-791.89
03/04/2020	2922	Wells Fargo Financial Leasing	2020 March Copier Lease	-345.95
03/05/2020	2923	Diligent Corporation	Board Effect Software	-3,000.00
03/12/2020	2924	Ridge Policy Group	2020 March Government Relations	-4,000.00
03/12/2020	2925	Times Publishing Company	Special Meeting Advertising	-72.60
03/13/2020	2926	Parker Philips	2020 January Professional Services	-2,490.00
03/18/2020	EFT	ECCA, Inc.	2/29/20 to 3/13/20 Payroll	-7,668.27
03/18/2020	EFT	Fidelity Investments	2/29/20 to 3/13/20 Retirement	-524.36
03/18/2020	2927	Erie Insurance	2020 Worker's Comp Adjustment	-22.00
03/18/2020	2928	Greater Erie Community Action Committee	2019 Summer Jobs - Final Payment	-11,875.19
03/18/2020	2929	Knox McLaughlin Gornall & Sennett	2020 February Legal	-1,535.50
03/26/2020	EFT	Second Harvest Food Bank of NWPA	COVID-19 Grant #1 - 1st Payment	-84,000.00
03/26/2020	EFT	Erie Family Center	COVID-19 Grant #4	-7,500.00
03/26/2020	EFT	North East Community Food Pantry	COVID-19 Grant #3	-1,000.00
03/26/2020	EFT	Erie Bank	Wire Fees x3	-75.00
03/31/2020	EFT	YMCA of Greater Erie	COVID-19 Grant #5	-16,000.00
03/31/2020	EFT	Mercy Center for Women	COVID-19 Grant #6	-9,525.00
03/31/2020	EFT	The Upper Room of Erie	COVID-19 Grant #7	-5,000.00
03/31/2020	EFT	Metro-Erie Meals on Wheels	COVID-19 Grant #8	-2,000.00
03/31/2020	EFT	Erie Bank	Security Token Fee	-30.00





Knox McLaughlin Gornall & Sennett, P.C.
120 West Tenth Street | Erie, Pennsylvania 16501-1461
814-459-2800 | 814-453-4530 fax | www.kmgslaw.com

MEMO

TO: Municipal and Authority Clients

FROM: Tim Wachter

DATE: April 20, 2020

RE: Act 15 of 2020 SB 841

COVID-19 Disaster Emergency and Municipalities and Authorities

On April 20, 2020, the Governor signed Senate Bill 841, Act 15 of 2020 into law.

Among other matters, Act 15 amends the Health and Safety Code, Title 35 to include a new Chapter 57, entitled COVID-19 Disaster Emergency. This new Chapter 57 directly effects municipalities and municipal authorities.

This Act provides for, in applicable part, municipal property tax relief, local government meetings and land use matters during that period of time covered by the Governor's Proclamation of Disaster Emergency issued on March 6, 2020 (the "COVID-19 Disaster Emergency"). This memo outlines those provisions directly applicable to municipalities and municipal authorities.

1. Property Tax Relief.

The Act provides for temporary authority to Taxing Districts, defined as including cities, counties, borough's and townships, to offer certain property tax relief during the "COVID-19 Disaster Emergency". This authority is not provided to School Districts.

Specifically, the governing body of the Taxing District may vote to either (1) extend the discount period for the property tax currently due to a period no later than August 31, 2020, or (2) waive the late payment fee or penalty if the property tax is paid in full by December 31, 2020. The action need only pass by a majority vote. Governing bodies are not required to take action and have local discretion to determine whether they wish to grant such relief.

2. Local Government Meetings.

The Act allows for phone or internet web conference public meetings and hearings to occur during the COVID-19 Disaster Emergency.

Political subdivisions, including but not limited to authorities, borough councils, and boards of township supervisors, and all board and commissions under such political subdivisions, that are covered by a declaration of disaster under section 7501(d) of the Emergency Management Services Code, 35 Pa.C.S. §7501(d), are authorized to conduct public meetings or hearings using an “Authorized Telecommunication Device” during the COVID-19 Disaster Emergency. This authorization does not pertain to School Districts. The declaration of disaster may be issued by the Governor, the Mayor, the County Council or Executive, or the Board of Supervisors.

An Authorized Telecommunication Device is defined as including audio communications at a minimum, and would include telephone conferences, internet conferences with video and audio capability, and similar technology (a “tele or web conference”).

To hold a tele or web conference the political subdivision must “to the extent practicable” post prior notice of the meeting on its website, in the newspaper, or both. The notice is to include the date, time, technology to be used and public participation information. I address public participation information below.

Note that this does not alleviate Sunshine Law advertisement obligations, and you still have to advertise the meeting in the newspaper. Also, I believe that it would be sufficient for the public notice to direct the public to the agency's website for the specific information relating to how to view the meeting, such as a Zoom or YouTube Live link.

The public has a right to participate in the meeting, "to the extent practicable," through participation in the tele or web conference, or through submitting written comments. Written comments may be submitted via US mail or to a designated email address.

If you have the technology to allow the public to view the meeting through a platform such as YouTube Live, or to provide a link for them to participate through Zoom or similar technology, that would be allowable. If you do decide to provide a link to allow the public to have electronic access to your meeting, proper attention should be given to the security concerns we have recently seen with incidents of "Zoom-bombing."

You are also permitted to hold a tele or web conference meeting without advance notice to the public to address any issued related to the COVID-19 Disaster Emergency if you post draft minutes of the meeting within twenty (20) days of the meeting or at some point before the next regularly scheduled meeting, whichever is earlier. The Act does not define what it means to "post" the minutes, but I recommend that you post the minutes at your main office and on your website.

Additionally, the Act suspends any physical quorum requirements, such as the requirement included within the Borough Code. This suspension is not only during the COVID-19 Disaster Emergency, but also at any time a Disaster Emergency is declared by a competent authority.

3. **Land Use Matters.**

The Act provides for the manner in which municipalities, zoning boards and commissions may continue to handle land use matters. Commissions, zoning boards, boards of supervisors, borough councils and similar bodies may meet using the tele or web allowances noted above, so long as they post the appropriate notice and take appropriate steps to allow for public participation.

A board or commission may not consider an application, plat, plan, submission, appeal or curative amendment unrelated to the COVID-19 Emergency Declaration without first providing notice to the public and interested parties at least five (5) days prior to the meeting. Such prior notice shall be given via a post on the municipality's website, in the newspaper, or both. This notice is in addition to the other standard and required notices.

The Act is unclear as to what the notice must say, but my advice is to provide notice of the date and time of the meeting or hearing, notice of the technology to be used and how the public can participate. The public participation requirements are the same as tele or web conference meetings for political subdivisions, as noted above.

Additionally, If the law requires action in consideration of any application, plat, plan or other submission for an approval or for an action or an appeal or curative amendment during the COVID-19 Disaster Emergency, statutory time limits are now suspended and tolled as of March 6, 2020, which was the date of the COVID-19 Emergency Declaration. If the application or appeal was received during the period of the COVID-19 Emergency Declaration, the time periods shall not begin until 30 days after the effective date of the Act. The Act is effective immediately, and thirty days after the effective date is May 20, 2020.

Notwithstanding the extension of the timelines, an applicant may request a meeting, hearing or proceeding be held during the period of COVID-19 Disaster Emergency. The request must be made no later than May 20, 2020.

If the request is made, the governing entity, such as the zoning board or commission, borough council or board of supervisors, as may be applicable, “shall have the discretion to proceed with [the] request.” If the hearing or meeting does occur as requested, the applicant, interested parties, and anyone who received actual notice of the proceeding is deemed to have waived any objection or challenge to the hearing or meeting under the Sunshine Law or any other applicable law.

Lastly, the applicable board or commission is required to provide written notice to each applicant of the time extensions and of their right to request that a meeting or hearing be scheduled during the period of COVID-19 Disaster Emergency.

4. Expiration.

With the exception of the elimination of a physical quorum requirement during a period of disaster emergency, these provisions relating to powers granted during the COVID-19 Disaster Emergency are temporary, and shall expire upon the expiration of the Governor’s Proclamation or when it is terminated.

Please do let me know us know if you have any questions or wish to discuss any of these matters, or any other matters, further.



RESOLUTION NUMBER 9, 2020

**Resolution to Fund Applicants Selected through the
Immediate Human Relief Grant Program
As part of the Erie County COVID-19 Response Fund**

WHEREAS, COVID-19 pandemic poses a threat to Erie County, as a significant public health, economic, and mental health crisis;

WHEREAS, Erie County Council passed a resolution requesting that ECGRA create the Erie County COVID-19 Response Fund (the "Fund") on March 17, 2020;

WHEREAS, the ECGRA Board of Directors responded to County Council's request on March 19, 2020 by establishing the Fund, which included an Immediate Human Relief grant program;

WHEREAS, Immediate Human Relief was defined as including: 1) food insecurity, food delivery systems, and food pantries, 2) homeless shelters and homeless prevention, 3) eldercare, and emergency response for the elderly, and, 4) childcare, and children effected by the crisis;

WHEREAS, pursuant to the COVID-19 Disaster Emergency declared by the Governor of the Commonwealth of Pennsylvania, and due to the need to make funding immediately available through the Immediate Human Relief portion of the Fund, the ECGRA Board of Directors authorized and directed the Executive Director to (1) work with staff to analyze and review Immediate Human Relief grant applications; (2) to provide each individual Board Member with information regarding the grant applications and related staff recommendations, and to allow the individual Board Member to offer advice regarding whether he or she had any objections to the staff recommendation; (3) where no objections existed, to award grants to qualifying applicants and to distribute the grant dollars in a timely fashion; and, (4) to present the awards to the Board for retroactive approval at the April 23, 2020 meeting.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Erie County Gaming Revenue Authority, pursuant to the Economic Development Financing Law, hereby retroactively approves the award of twenty-five (25) grants that were issued in accordance with staff recommendations to provide Immediate Human Relief during the period of the COVID-19 Disaster Emergency, as are attached to this resolution.

On the motion of _____, seconded by _____.

This resolution was passed on the 23th day of April, 2020 by a vote of ____ - ____.

ERIE COUNTY GAMING REVENUE AUTHORITY

Chairman, Erie County Gaming Revenue Authority

April 23, 2020

ATTEST:

Secretary, ECGRA

COVID-19 Response Fund

Organization	Project Name	Amount Requested	Amount Approved
A Hand Up Erie	Bed Delivery	\$4,000.00	
Bethany Outreach Center	A Hand Up	\$28,029.22	\$7,600.00
Borough of Girard	Christian Cupboard	\$3,000.00	
Boys & Girls Club of Erie	Institutional and Program Sustainability	\$10,807.00	
Bud Sines Contracting	Contracting Services	\$10,000.00	
Community Nursing Services of North East	COVID-19	\$100,000.00	
Community Shelter Services	Emergency Sheltering Increase due to COVID-19	\$56,750.00	\$30,750.00
Dr. Gertrude A. Barber Foundation	COVID-19 Response	\$354,000.00	
Ella Cochran Food Pantry	Food Insecurities	\$1,000.00	
Erie City Mission	Homeless Shelter and Kitchen	\$39,085.00	\$39,085.00
Erie County Department of Human Services	Emergency Shelter for Homeless of Erie County	\$12,500.00	\$12,500.00
Erie DAWN	Housing with a Heart	\$20,000.00	\$10,000.00
Erie Family Center	Diaper Depot Emergency Distribution	\$7,500.00	\$7,500.00
Erie Homes for Children & Adults	COVID-19 Relief	\$56,290.00	
Erie United Methodist Alliance	Homelessness & COVID-19 Response	\$13,965.00	\$2,365.00
Gannon University	Healthcare Operators Protective Equipment	\$32,630.00	\$23,000.00
Humane Society of NWP	Relief for Homeless Animals during COVID-19	\$10,000.00	
HVA Senior Living Alliance	CareConnct Telemedicine	\$13,600.00	\$6,800.00
Love INC of West Erie County	Operations/Ministrium Replenishment Fund	\$5,000.00	
MECA, Inc.	Senior Care	\$7,000.00	\$3,850.00
Mercy Center for Women	Emergency Homeless Shelter-related Costs	\$256,634.00	\$9,525.00
Metro-Erie Meals on Wheels	Food Distribution for Homebound Elderly	\$15,000.00	\$2,000.00
Millcreek Counseling & Mental Health Advocacy	Support for Mental Health Counselors & Related Childcare Expenses	\$10,700.00	\$2,500.00
North East Community Food Pantry	Emergency Food Acquisition	\$1,000.00	\$1,000.00
Northwestern Food Pantry	COVID-19 Response to Provide Food and Personal Health Support	\$5,000.00	
Presbyterian Senior Care Network	Child Care Assistance for Erie Team Members at Presbyterian Homes of Lake Erie Communities	\$5,000.00	
RealLife Assembly Early Learning Center	RealLife Assembly Early Learning Center	\$10,000.00	
Safe Journey	COVID Immediate Human Fund Relief	\$9,000.00	\$9,000.00
Sarah A. Reed Children's Center	Medical Equipment, Supplies, and Technology to Protect Children and Staff	\$29,631.86	\$11,000.00
Second Harvest Food Bank of NWP	Emergency Food Relief Boxes	\$168,000.00	\$168,000.00
ServErie	Count Me In COVID-19 Initiative	\$30,355.00	
Siminoff Massage and Bodywork	Massage Therapy	\$4,000.00	
Sisters of St. Joseph Neighborhood Network	Rapid Relief	\$38,500.00	\$25,400.00
St. Martin Center	Deep Clean and Thermometers	\$7,339.98	\$7,300.00
St. Patrick's Haven	Men's Shelter Relief	\$2,500.00	\$2,500.00
The Pennsylvania State University	Face Shield Manufacturing for First Responders and Medical Professionals	\$6,700.00	\$6,700.00
The Pennsylvania State University	Round 2	\$46,500.00	\$46,500.00
The Pennsylvania State University	Mobile App Creation for Mental Health Clients	\$13,034.00	
The Salvation Army	Food Security, Delivery, and Distribution	\$19,200.00	
The Upper Room of Erie	Costs associated with increased regulations for COVID-19	\$5,000.00	\$5,000.00
The Urban Oasis Project	COVID-19 Response	\$27,000.00	

Union City Family Support	Union City Food Pantry Emergency Food Access	\$2,000.00	
Urban Erie Community Development Corporation	Community Supported Food Assistance	\$190,043.00	\$56,408.00
Voices for Independence	Personal Protective Equipment	\$3,000.00	
WQLN Public Media	COVID-19 Collaborative Weekly News Conference Broadcasts, Livestreams	\$5,675.00	
YADO	Help for Professional Instructors/Contractors	\$4,800.00	
YMCA	Licensed childcare for "Life-Sustaining" Personnel	\$16,666.00	\$16,000.00
Youth Leadership Institute of Erie	Connected in 5	\$50,000.00	
		\$1,767,435.06	\$512,283.00