

**MINUTES OF THE METROPOLITAN ENTERTAINMENT & CONVENTION  
AUTHORITY BOARD OF DIRECTORS MEETING – JULY 7, 2020**

A meeting of the Board of Directors of the Metropolitan Entertainment & Convention Authority (“MECA”), a Nebraska nonprofit corporation, was called to order by Chairwoman Diane Duren at 1:17 p.m. on July 7, 2020, in the MECA Board Room at CHI Health Center Omaha, 455 N. 10<sup>th</sup> Street, Omaha, Nebraska.

**Roll Call:**

Present: Chairwoman Diane Duren and Mr. Tom Kelley. Participating via teleconference were Ms. Susie Buffett, Mr. Jay Noddle and Ms. Dana Washington.

As a reminder, both the City and State have waived applicability of the ‘public meeting’ requirements that would otherwise apply, and therefore the three Board members who were attending the meeting by telephone were eligible to participate.

**Proof of Publication:**

Notice of the meeting was published in *The Daily Record* on June 30, 2020, and in the *Omaha World-Herald* on June 30, 2020.

A copy of the Open Meetings Law was posted on the table near the side entrance to the MECA Board Room.

**Approval of Minutes:**

Mr. Kelley moved for approval of the minutes of the June 9, 2020, MECA Board Meeting, seconded by Ms. Buffett.

Motion carried: 5-0.

**President/CEO Report:**

Mr. Roger Dixon stated MECA is no longer an active location for ‘Test Nebraska’, a drive-thru testing facility for COVID-19.

Governor Pete Ricketts has released the Phase III plan which opens restaurants, bars and outdoor facilities to 100% capacity. Indoor facilities are limited to 75% capacity with a maximum of 10,000 people. Any event with over 1,000 attendees requires prior approval from the Douglas County Health Department.

MECA’s first scheduled arena event will be Creighton Prep’s commencement ceremonies on July 31. An application was submitted to the Douglas County Health Department, and they responded with questions to which MECA answered. The College of Saint Mary will be holding their graduation ceremony in the arena as well on August 2.

The first event to be held in July in the convention center is PLC Institute, a tech-based conference. The Midwest Basketball Tournament is still on track to be held in the convention center in August,

along with a Chiropractic Convention and BBI International Ethanol Workshop & Expo. With the exception of the Basketball tournament, none of these groups are above 1000 attendees.

A submission is being prepared for the Douglas County Health Department for MECA's first public ticketed event – WWE Monday Night Raw. If it is successful, WWE Smackdown will roll into the next Friday. The event has been scaled down and tickets will be sold to allow for social distancing, similar to what a venue in Oklahoma City is currently doing.

Chairwoman Duren asked how MECA is preparing the staff for a return of events and guests in the facility. Mr. Dixon stated that beginning Monday, July 13, 2020, all employees reporting to work at CHI Health Center Omaha (CHIHCO) and TD Ameritrade Park Omaha (TDAPO) will have their body temperature taken as a precautionary measure and be required to wear masks during events. All employees will also be required to sign a COVID-19 Health Screening Guidelines Acknowledgement Form.

### **Other Business:**

#### **Convention Center Sales & Marketing Update**

Ms. Denise Niebrugge stated that there are currently 96 events on the books, utilizing 178 event days for the fiscal year 2019-2020. Since the June 9, 2020 Board meeting, nine events and over 6,700 hotel room nights have been added for the next five years. In addition, four license agreements have been signed.

There are numerous events that moved into 2021, and 2023 looks now to be a great year in the convention center.

Chairwoman Duren inquired if the Omaha Marriott Downtown at the Capitol District had reopened yet. Mr. Dixon responded that the hotel opened on June 29.

#### **Corporate Sales & Marketing Update**

Mr. Tom O'Gorman reported work continues with Ticketmaster to convert operations to a 90% digital paperless ticket. This will give guests more flexibility when sending tickets to one another. Suite holders and Club seat holders will have access via a portal. Information is being transferred now and it should be up and running by mid-August. Mr. O'Gorman added that the first ticketed event should be totally digital. If guests opt to purchase at the box office window, they will receive a text message with their ticket. Paper tickets will no longer be printed.

Suite invoices and addendums for CHIHCO have all been sent out. There were many questions regarding MECA's forgiveness of the 3% escalator (and the next immediate 3% escalator for all clientele, be it next year or in the future.) Clients have been told the future is unclear, but MECA must move forward and will make necessary adjustments quarter-by-quarter if needed.

The National Collegiate Athletic Association (NCAA) Volleyball Tournament is still on schedule for December; however, there are ongoing conversations with the NCAA about making changes in the schedule to cut down travel and exposure at each location for the athletes.

NCAA bids that are slated for October release are still on schedule. MECA bid those almost a year ago and is still waiting to see where the process goes.

Chairwoman Duren asked if there was any news on Creighton University's basketball season. Mr. O'Gorman responded there is no news to date.

### **Operations and Technology Update**

Mr. Kevin Raymond reported staff continues to do maintenance work in the arena and convention center in preparation of opening the building up for events.

The Personal Protection Equipment (PPE) has arrived which includes face masks, gloves, face shields, and social distancing stickers. MECA also created additional in-house signage. More thermometers have been ordered. Plexi-glass sneeze guards will be installed at every fixed Point of Sale (POS).

There are a few contracts for projects on the agenda today requiring Board approval. The HVAC system that was original to the building is being upgraded. This upgrade brings more technology to the system - most importantly to the accuracy and controls of the fire alarms. This is important when concerts have smoke and pyrotechnics. Additionally, there are three major electrical substations that will be cleaned and tested outside the building that feed the convention center and arena.

### **Levy Food & Beverage Update**

Ms. Chris VanDorn stated Levy continues to work through post-COVID-19 reopening plans which include safety and sanitation, training programs, menu options (with limited touch points), and modified packaging for concession food and beverage items.

In addition to those areas, there are a couple of processes that are being evaluated for implementation upon reopening. They include: cash-free environment, mobile ordering from cell phone for delivery directly to your seat for the Premium InSeat Area, and mobile ordering for express pick-up at a select number of designated locations on the concourse for general concessions guests who want to avoid waiting in regular concession lines.

In guidelines for reopening post-COVID-19, a cash-free transaction has been recommended. However, cash-free environments have also proven to benefit metrics such as speed of service and overall profit margins as well. Costs vary by location and a comprehensive analysis is being prepared, but Levy is expecting to see a savings in labor and some miscellaneous expenses along with increases in sales due to quicker transaction times. This would offset a portion of the increased credit card transaction fees as well as the Ready Cash-to-Card kiosks that would be available for guest use.

Mobile ordering in the Premium InSeat area was introduced with success at the 2019 College World Series (CWS) at TDAPO and will be incorporated into the reopening plan for InSeat Service at CHIHCO. Guests in designated sections have the option to order and pay from their phone and have their order delivered directly to their seat.

The same mobile ordering technology is also available for concessions to allow guests to order and pick up at designated locations around the concourse. Levy is still working on cost analysis to determine how many and the locations of these pick up sites.

The overall goal in these options is to provide near contactless options for those who prefer that route moving forward. Communication will be key in helping people understand the options available and Levy will work with MECA to ensure the information provided is clear and consistent.

### **Public Relations Update**

Ms. Kristyna Engdahl reported MECA has been utilizing the past month to work on Douglas County Health Department large event applications. Approval has been received for Creighton Prep's commencement ceremonies, College of Saint Mary's graduation, and the Midwest Basketball Tournament, which are scheduled at the end of July and into August.

Each application requests information regarding MECA's cleaning procedures and asks what special social distancing parameters will be in place for the event. Layout diagrams were also provided to illustrate the plan of action with each event.

The health and safety sections on the websites for CHIHCO and TDAPO have been updated. Since the last Board meeting in June, this information was shared with Visit Omaha and subsequently meeting planners who are considering MECA's venues for future events. In compliance with the Douglas County Health Department all public-facing event staff will wear PPE (to include masks and gloves) while working events.

The community and media's curiosity continue to focus on a lack of events at MECA's facilities. Headlines in June spoke about how CWS would have just been wrapping up in Omaha.

Ms. Engdahl is still actively participating in bi-weekly virtual meetings with the Omaha Chamber, Visit Omaha, the Omaha Sports Commission, and CWS of Omaha Inc. These meetings help to ensure coordinated messaging and strategy when it comes to reopening some of the City's attractions.

### **Committee Updates:**

#### **Internal Governance Committee**

Mr. Tom Kelley reported that the Internal Governance Committee met via teleconference on Monday, July 6, 2020, at MECA's offices. In attendance were Chairwoman Duren, Mr. Bob Freeman, Mr. Kelley, Ms. Diane Mills and Mr. Dixon.

The Committee reviewed the May 2020 Financial Statements. After overviews from and discussions with Ms. Mills, the Committee found the report to be consistent with standard MECA accounting practices.

The Committee reviewed the Investment Policy and discussed the budget for the upcoming year. Due to the difficulty with the lack of revenue, it will be a dynamic budget that is contingent on

public health guidelines. Mr. Kelley noted that MECA remains strong financially with plenty of liquidity of reserves to draw upon.

Chairwoman Duren added that the 2021 Budget has been distributed to the Board, noting MECA will be conservative with capital expenditures.

### **Real Estate Committee**

Mr. Jay Noddle reported that since the June Board meeting, the Committee has been focused on the route for trucks coming into/out of the area around MECA. The feasibility study for the truck route is complete as well as the time and distance study. The time and distance study was distributed to the representatives of the individual trucking and hauling companies for their review. Once feedback is received, the Committee will make necessary adjustments to that document, which is included in the overall package which will be distributed to the stakeholders. This agreement would include temporary truck route measures combined with the long-term solutions and could go to the City Council sometime in September.

### **Contract Approvals:**

Chairwoman Duren indicated there are four contracts requiring Board approval.

#### **CED Energy Solutions**

**RESOLVED**, that the Agreement between MECA and CED Energy Solutions to inspect and clean two exterior 15kV substations at CHI Health Center Omaha, as more fully described on the attached summary, is hereby approved, and Roger Dixon as President/CEO is authorized to execute the Agreement following its finalization in a form reasonably approved by counsel.

Chairwoman Duren invited public and Board comment and asked for a motion.

Moved by Mr. Kelley seconded by Ms. Buffett.

Motion carried: 5-0

#### **Fire Protection Services**

**RESOLVED**, that the Agreement between MECA and Fire Protection Services to upgrade the fire alarm system at CHI Health Center Omaha, as more fully described on the attached summary, is hereby approved, and Roger Dixon as President/CEO is authorized to execute the Agreement following its finalization in a form reasonably approved by counsel.

Chairwoman Duren invited public and Board comment and asked for a motion.

Moved by Mr. Kelley seconded by Ms. Buffett.

Motion carried: 5-0

Diageo

**RESOLVED**, that the Advertising/Sponsorship Agreement between MECA and Diageo for advertising at CHI Health Center Omaha, as more fully described on the attached summary, is hereby approved, and Roger Dixon as President/CEO is authorized to execute the Advertising/Sponsorship Agreement following its finalization in a form reasonably approved by counsel.

Chairwoman Duren invited public and Board comment and asked for a motion.

Mr. Kelley inquired if MECA felt this agreement is reasonable due to the current environment of the economy. Mr. O’Gorman responded that he believes it is.

Moved by Mr. Kelley seconded by Ms. Washington.

Motion carried: 5-0

AgTac Services LLC dba ATS Facility Services

**RESOLVED**, that the Agreement between MECA and AgTac Services LLC dba ATS Facility Services to provide custodial services at CHI Health Center Omaha and TD Ameritrade Park Omaha, as more fully described on the attached summary, is hereby approved, and Roger Dixon as President/CEO is authorized on behalf of MECA to execute the Agreement following its finalization in a form reasonably approved by counsel.

Chairwoman Duren invited public and Board comment and asked for a motion.

Moved by Ms. Washington seconded by Mr. Kelley.

Motion carried: 5-0

**Next Board Meeting**

The next MECA Board of Directors Meeting is scheduled for Wednesday, August 12, 2020, at 1:15 p.m. in the MECA Board Room.

**Executive Session**

Chairwoman Duren stated the time is 1:43 p.m. and invited a Motion to enter into closed Executive Session for purposes of discussing personnel, real estate and potential claims matters.

A Motion to go into Executive Session for these specified purposes was made by Mr. Kelley, seconded by Ms. Washington.

Motion carried: 5-0.

**Adjournment**

At 1:48 p.m. a motion was made to come out of Executive Session, and to adjourn, made by Mr. Kelley seconded by Ms. Buffett.

Motion carried: 5-0

Adjournment 1:49 p.m.