

# Buffalo Urban Development Corporation

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## Real Estate Committee Meeting Tuesday, September 19, 2017 at Noon BUDC - ECIDA Vista Room 95 Perry Street, 4<sup>th</sup> Floor, Buffalo, NY 14203

### Agenda

- 1) Approval of Minutes – Meeting of 8/22/2017 (*Action*) (*Enclosure*)
- 2) Northland Beltline Project
  - a) 683 Northland – Gilbane Early Bid Packages (*Recommendation*)
  - b) 683 Northland – Construction & Gilbane GMP Update (*Information*)
  - c) 683 Northland – NMTC Transaction Recap (*Information*) (*Enclosure*)
  - d) 683 Northland – NMTC “Draft” Resolution (*Recommendation*) (*Enclosure*)
  - e) 683 Northland – BCP Update (*Information*)
  - f) 683 Northland – Building Name (*Information*)
  - g) Purchase of Various COB Properties (*Information*)
  - h) 612 Northland – Builder’s Risk Insurance Policy (*Information*)
  - i) 612 Northland – Phase I Renovation Update (*Information*)
  - j) Electrical Substation – Emergency Repair (*Information*)
  - k) Restore NY Funding Update (*Information*)
  - l) 537 E. Delavan – Demolition/Superfund Update (*Information*)
  - m) COB DPW Road & ROW Project Update (*Information*)
  - n) Art in Public Spaces Committee Update (*Information*)
  - o) Community Outreach Update (*Information*)
- 3) Buffalo Lakeside Commerce Park
  - a) 24 Laborers Way Prospect (*Information*)
  - b) Lawn Care, Landscaping & Snow Plowing Services RFP (*Information*)
  - c) Parcel 4 Superfund Site – NYSDEC/CDM Smith (*Information*)
- 4) Other C.O.B. Brownfield Opportunities (*Discussion*)
- 5) 2018 BUDC Real Estate Committee Meeting Schedule (*Information*) (*Enclosure*)
- 6) Adjournment (*Action*)



**Minutes of the Real Estate Committee Meeting  
Buffalo Urban Development Corporation  
95 Perry Street  
Buffalo, New York 14203  
August 22, 2017  
12:00 p.m.**

**Call to Order**

**Committee Members Present:**

Janique S. Curry  
Thomas A. Kucharski  
Brendan R. Mehaffy  
Kimberley A. Minkel  
Dennis M. Penman  
Maria R. Whyte

**Committee Members Absent:**

Craig A. Slater (Chair)

**Officers Present:**

Peter M. Cammarata, President  
David A. Stebbins, Executive Vice President  
Brandye Merriweather, Vice President  
Mollie M. Profic, Treasurer  
Kevin J. Zanner, Secretary  
Bradley Bach, Assistant Treasurer

**Others Present:** Lou Battaglia, BUDC Intern; Dawn Boudreau, ECIDA; Timmon M. Favaro, Esq., Cannon Heyman & Weiss, LLP; Thomas Mancuso, Mancuso Business Development, Inc.; and Brett Stiehler, Gilbane Building Company.

**Roll Call** – The Secretary called the roll at 12:55 p.m. and reported that a quorum of the Committee was present.

**1.0 Presentation of Meeting Minutes** – The minutes of the June 20, 2017 meeting of the Real Estate Committee were presented. Mr. Kucharski made a motion to approve the meeting minutes. The motion was seconded by Ms. Minkel and unanimously carried.

**2.0 Northland Beltline Project**

**(a) 683 Northland – Gilbane Early Bid Packages**

- (i) **Roofing** - Mr. Stebbins presented the August 21, 2017 Award Recommendation letter issued by Gilbane regarding the proposed award of the roofing work for the 683 Northland project. Gilbane solicited proposals from seven contractors and received proposals from three contractors for the work. Jameson Roofing Co., Inc. submitted the lowest cost proposal in the amount of \$1,492,449. The contractor submitted an M/WBE utilization plan that includes 25% MBE and 5% WBE utilization. Mr. Stebbins then circulated to the Committee a summary of the early bid packages, including the early bid packages to be reviewed by the Committee at today's meeting. The summary shows an overall savings of \$2,573,548 as measured against Gilbane's cost estimates for the work. Mr. Penman made a motion to recommend that the Board approve Gilbane's proposed award of the roofing contract to Jameson Roofing Co., Inc. in the amount of \$1,492,449. The motion was seconded by Ms. Minkel and unanimously carried.

- (ii) **Fire Protection** - Mr. Stebbins presented the August 21, 2017 Award Recommendation letter issued by Gilbane regarding the proposed award of fire protection work for the 683 Northland project. Gilbane solicited proposals from four contractors and received proposals from two contractors for the work. Wm. T. Spaeder Co., Inc. submitted the lowest cost proposal in the amount of \$487,082. The contractor submitted an M/WBE utilization plan that includes 20% MBE and 0% WBE utilization. Mr. Kucharski made a motion to recommend that the Board approve Gilbane's proposed award of the fire protection contract to Wm. T. Spaeder Co., Inc. in the amount of \$487,082. The motion was seconded by Ms. Minkel and unanimously carried.
- (iii) **Electrical** - Mr. Stebbins presented the August 21, 2017 Award Recommendation letter issued by Gilbane regarding the proposed award of electrical work for the 683 Northland project. Gilbane solicited proposals from eleven contractors and received proposals from four contractors for the work. Frey Electric Construction Co. submitted the lowest cost proposal in the amount of \$2,620,000. The contractor submitted an M/WBE utilization plan that includes 25% MBE and 5% WBE utilization. Mr. Kucharski made a motion to recommend that the Board approve Gilbane's proposed award of the electrical contract to Frey Electric Construction Co. in the amount of \$2,620,000. The motion was seconded by Ms. Minkel and (with Mr. Penman abstaining) carried with five affirmative votes (5-0-1).
- (iv) **Above-Ground Plumbing** - Mr. Stebbins presented the August 21, 2017 Award Recommendation letter issued by Gilbane regarding the proposed award of above-ground plumbing work for the 683 Northland project. Gilbane solicited proposals from ten contractors and received proposals from four contractors for the work. J.R. Swanson Plumbing Co., Inc. submitted the lowest cost proposal in the amount of \$901,535. The contractor submitted an M/WBE utilization plan that includes 25% MBE and 5% WBE utilization. In response to a question from Ms. Curry, Mr. Stiehler indicated that some contractors supply the names of the M/WBE firms that they intend to utilize for the work. Mr. Penman made a motion to recommend that the Board approve Gilbane's proposed award of the above-ground plumbing contract to J.R. Swanson Plumbing Co., Inc. in the amount of \$901,535. The motion was seconded by Ms. Minkel and unanimously carried.
- (v) **Sheetmetal Ductwork** - Mr. Stebbins presented the August 21, 2017 Award Recommendation letter issued by Gilbane regarding the proposed award of sheetmetal ductwork for the 683 Northland project. Gilbane solicited proposals from ten contractors and received proposals from four contractors for the work. Mollenberg-Betz, Inc. submitted the lowest cost proposal in the amount of \$2,308,433. The contractor submitted an M/WBE utilization plan that includes 25% MBE and 0% WBE utilization. Mr. Kucharski made a motion to recommend that the Board approve Gilbane's proposed award of the sheetmetal ductwork contract to Mollenberg-Betz, Inc. in the amount of \$2,308,433. The motion was seconded by Mr. Penman and unanimously carried.
- (vi) **Mechanical Piping** - Mr. Stebbins presented the August 21, 2017 Award Recommendation letter issued by Gilbane regarding the proposed award of mechanical piping work for the 683 Northland project. Gilbane solicited proposals from eight contractors and received proposals from five contractors for the work. Quackenbush Co., Inc. submitted the lowest cost proposal in the amount of \$1,474,000. The contractor submitted an M/WBE utilization plan that includes 25% MBE and 5% WBE utilization. Mr. Kucharski made a motion to recommend that the Board approve Gilbane's proposed award of the mechanical piping contract to Quackenbush Co., Inc. in the amount of \$1,474,000. The motion was seconded by Ms. Minkel and unanimously carried.

- (vii) **Building Management System** - Mr. Stebbins presented the August 21, 2017 Award Recommendation letter issued by Gilbane regarding the proposed award of building management system work for the 683 Northland project. Gilbane solicited proposals from four contractors and received proposals from four contractors for the work. Siemens Industry Inc. submitted the lowest cost proposal in the amount of \$744,468. The contractor submitted an M/WBE utilization plan that includes 31% MBE and 0% WBE utilization. In response to a question from Ms. Whyte, Mr. Stiehler explained Gilbane's process for identifying and pre-qualifying contractors. Mr. Stiehler also informed the Committee that current MBE and WBE utilization for the project is 27% and 9%, respectively. Ms. Minkel made a motion to recommend that the Board approve Gilbane's proposed award of the building management system contract to Siemens Industry Inc. in the amount of \$744,468. The motion was seconded by Mr. Penman and unanimously carried.
- (b) **683 Northland – Construction & Gilbane GMP Update** – Mr. Stebbins reported that Gilbane is not ready to submit a proposed guaranteed maximum price due to additional modifications to the construction design documents. Mr. Stiehler provided a general update regarding the demolition work at the site.
- (c) **741 Northland – Watts Work Authorization - Water Tower** – Mr. Stebbins presented the August 14, 2017 Service Order from Watts Architecture & Engineering for the assessment of the water tower for structural integrity and lead-based paint. The cost of this work is \$22,860. Mr. Penman made a motion to recommend that the Board approve the Service Order at a cost of \$22,860. The motion was seconded by Ms. Minkel and unanimously carried.
- (d) **683 Northland – Tax Credit Investor Procurement Memo** – Mr. Cammarata circulated a memorandum from Cannon Heyman & Weiss, LLP which outlined the process utilized by BUDC's tax credits consulting team to identify and attract potential investors for the historic preservation and New Markets Tax Credits for the 683 Northland WNY Workforce Training Center project. The Committee discussed the memorandum. Mr. Mehaffy commented that even though the available pool of investors for tax credits may be small, it is important to publicize procurement opportunities and for the process to be transparent.
- (e) **683 Northland – NMTC Consultant Contracts** – Mr. Cammarata circulated proposals from Cannon Heyman & Weiss, LLP and RubinBrown to expand the scope of services to include work relating to the New Markets tax credits transaction. The estimated increase in cost for Cannon Heyman & Weiss, LLP is \$75,000 to \$100,000; the estimated cost increase for RubinBrown is \$32,500. The Committee discussed the proposed expansion of services. Mr. Stebbins explained that the cost of these services will be paid from the overall net benefit received as a result of the tax credits transaction. Mr. Zanner confirmed that the expansion of services is consistent with the procurement policy. There being no further discussion, Ms. Minkel made a motion to recommend that the Board approve expansion of the scope of services for Cannon Heyman & Weiss, LLP and RubinBrown to include work relating to the New Markets tax credits transaction. The motion was seconded by Mr. Kucharski and unanimously carried.
- (f) **683 Northland – Historic Rehabilitation and NMTC Financing Update** – No update presented due to time constraints.
- (g) **683 Northland – BCP Update** – No update presented due to time constraints.
- (h) **683 Northland – Building Name** – No update presented due to time constraints.

- (i) **Purchase of Various COB Properties** – Mr. Cammarata presented the proposed real estate sale agreement for BUDC to acquire 1669 Fillmore Avenue and eight other contiguous properties from the City of Buffalo. The Committee discussed the proposed acquisition, which would involve conveyance of the properties to a wholly-owned subsidiary of BUDC for nominal consideration. At the conclusion of the discussion, Mr. Penman made a motion to table the item. The motion was seconded by Ms. Minkel and unanimously carried.
- (j) **1669 Fillmore Remediation** – No update presented due to time constraints.
- (k) **612 Northland – Additional Phase I Construction Proposals** – Presentation of this item was deferred.
- (l) **612 Northland – Phase I Renovation Update** – No update presented due to time constraints.
- (m) **Restore NY Funding** – No update presented due to time constraints.
- (n) **537 E. Delevan – Demolition Update** – No update presented due to time constraints.
- (o) **COB DPW Road & ROW Project** – No update presented due to time constraints.
- (p) **Art in Public Spaces Committee** – No update presented due to time constraints.
- (q) **Community Outreach Update** – No update presented due to time constraints.

**3.0 Buffalo Lakeside Commerce Park Updates**

- (a) **24 Laborers Way Prospect** – No update presented due to time constraints.
- (b) **Parcel 4 Superfund Site – NYSDEC/CDM Smith** – No update presented due to time constraints.

**4.0 Other C.O.B. Brownfield Opportunities** – No update presented due to time constraints.

**5.0 Adjournment** – Upon motion made by Mr. Kucharski, seconded by Mr. Penman and unanimously carried, the August 22, 2017 meeting of the BUDC Real Estate Committee was adjourned at 1:35p.m.

Respectfully submitted,



Kevin J. Zanner, Secretary

**“Draft”**

**EXHIBIT A**

**AUTHORIZED TRANSACTIONS FOR THE DEVELOPMENT OF THE  
683 NORTHLAND PROJECT**

**Factual Description:** Buffalo Urban Development Corporation, a New York not-for-profit corporation (the “Sponsor”), is the sponsor of the substantial rehabilitation of an approximately 242,000 square foot building (the “Building”) located at 683 Northland Avenue, Buffalo, New York (the “Project”). 683 Northland LLC (the “Company”) is a New York limited liability company which has been formed for the purposes of developing, owning, constructing and leasing the Project. 683 WTC, LLC, a New York limited liability company (the “Managing Member”), holds or is expected to hold a 95% membership interest in the Company, and BBRC Land Company I, LLC, a New York limited liability company (the “BBRC Member”), holds or is expected to hold a 5% membership interest in the Company. The Sponsor is the sole member of the Managing Member, and Buffalo Brownfield Restoration Corporation, a New York not-for-profit corporation (the “BBRC”), is the sole member of the BBRC Member. 683 Northland Master Tenant, LLC (the “Master Tenant”) is a New York limited liability company which has been formed for the purposes of developing, leasing and operating the Project. The Master Tenant is currently owned by the Managing Member. In connection with the development of the Project, it is anticipated that the Sponsor, the Company, the Managing Member, the BBRC Member, the BBRC and the Master Tenant together with their affiliates (collectively, the “Participants”), as applicable, will enter into a series of transactions described as follows:

**Transaction 1** – The Company and the Master Tenant are expected to enter into a master lease agreement and any other related documents whereby (i) the Company will lease the entire Project to the Master Tenant (the “Master Lease”), and (ii) the Company will be responsible for the development, rehabilitation, construction and operation of the Project (the “Construction”);

**Transaction 2** – In connection with the operation of the Project, the Master Tenant, as lessor, is expected to enter into various commercial subleases with various subtenants, including, without limitation, a WNY Workforce Training Center Lease (the “WTC Lease”) with The Economic Development Group, Inc. (the “EDG”), as lessee, for commercial space in the Building (collectively, the “Project Subleases”);

**Transaction 3** – In furtherance of the development of the Project, a financing structure will be utilized which employs, among other things, the federal New Markets Tax Credit (“NMTC”) program as set forth in 26 U.S.C. Section 45D (the “NMTC Structure”) which is set forth below. The NMTC Structure contemplates the making of a leverage loan to an investment fund, the proceeds of which leverage loan will, together with certain equity investments, be invested in the form of one or more qualified equity investments (“QEIs”) in one or more community

development entities or affiliates thereof (“CDEs”) that have NMTC allocation authority awarded by a division of the United States Treasury Department. The proceeds of the QEIs will be loaned by the CDEs to the Company as a qualified active low income community business (the “QALICB”) in the form of qualified low-income community investment loans (“QLICI Loans”) to enable the development, construction and rehabilitation of the Project;

**Transaction 4** – In connection with the NMTC Structure, the Sponsor is expected to enter into and unconditional guaranty of New Markets Tax Credits, put price and environmental indemnification, and the Sponsor is expected to enter into an investment fund put and call agreement and any and all documents to be entered into in connection therewith (collectively, the “NMTC Guaranties”);

**Transaction 5** – The Sponsor has applied for and accepted various grants and may apply for other grants, including without limitation, \_\_\_\_\_, as necessary to support the development, construction, rehabilitation and operation of the Project (collectively, the “Grants”);

**Transaction 6** – It is expected that the Sponsor will use a portion of the proceeds of the Grants to make a grant to EDG in an amount sufficient to enable EDG to pay the pre-paid rent obligations owing to Master Tenant under the EDG Lease (the “EDG Grant”);

**Transaction 7** – The Sponsor and the Participants are expected to contribute equity to the Project from various sources including, without limitation, (a) a portion of the proceeds of the Grants, and (b) any proceeds received from a refund from the State of New York of certain New York State Brownfield Tax Credits claimed by the Sponsor or its affiliates with respect to the Project (the “Equity Contributions”);

**Transaction 8** – The Sponsor is expected to use a portion of the proceeds of the Grants to fund a leverage loan in the principal amount of approximately [\$9,304,400] (the “Leverage Loan”) that the Sponsor expects to make to Northland NMTC Investment Fund, LLC (the “Investment Fund”), 100% of which is owned by Citibank, N.A. or an affiliate thereof (the “NMTC Investor”). The Leverage Loan combined with an equity investment by the NMTC Investor into the Investment Fund will be used by the Investment Fund to make QEIs in two (2) CDEs that have NMTC allocation authority awarded by a division of the United States Treasury Department. The QEIs will generate NMTCs for the NMTC Investor and will be primarily used by the CDEs to make QLICI Loans to the Company to enable the development, construction and rehabilitation of the Project;

**Transaction 9** – The Company is expected to borrow from BACDE NMTC Fund 16, LLC the proceeds of the following loans: (a) a loan in the principal amount of approximately [\$9,304,400] (the “BA QLICI Loan A”); and (b) a loan in the principal amount of approximately [\$4,345,600] (the “BA QLICI Loan B” and together with the BA QLICI Loan A, the “BA QLICI Loans”). The BA QLICI Loans will be collateralized and secured by, among other collateral and security instruments, a mortgage on the Project, and may be further memorialized by a credit agreement, a promissory note, guaranty agreements and other loan documents;

**Transaction 10** – The Company is expected to borrow from NTCIC-Northland, LLC the proceeds of the following loans: (a) a loan in the principal amount of approximately [\$3,323,000] (the “NTCIC QLICI Loan A”); and (b) a loan in the principal amount of approximately [\$1,327,000] (the “NTCIC QLICI Loan B” and together with the NTCIC QLICI Loan A, the “NTCIC QLICI Loans”). The NTCIC QLICI Loans will be collateralized and secured by, among other collateral and security instruments, a mortgage on the Project, and may be further memorialized by a credit agreement, a promissory note, guaranty agreements and other loan documents;

**Transaction 11** – To facilitate the syndication of Federal and State historic tax credits, the Master Tenant is expected to admit NTCIC HTC Community Fund II, LLC (the “HTC Investor Member”) with a 99% interest in accordance with an amended and restated operating agreement of the Master Tenant between the Managing Member and the HTC Investor Member, and the Master Tenant, Managing Member, the Company and the Sponsor, as applicable, are expected to enter into any and all documents to be entered into in connection with such admission including any required guaranty agreements in favor of the HTC Investor Member (the “HTC IM Admission”);

**Transaction 12** - In connection with the HTC IM Admission, the Sponsor is expected to enter into certain guarantees including but not limited to a guaranty of the HTC Investor Member put option price, an environmental indemnification, a construction completion guaranty, an operating deficits guaranty and a guaranty of the historic tax credits should there be a recapture of the historic tax credits and HTC Investor Member suffers a loss as a result, (collectively, the “HTC Guaranties”);

**Transaction 13** – The Company and the Master Tenant are expected to enter into a pass through agreement and any other related documents for purposes of assigning the Federal and State historic tax credits to the Master Tenant (the “Pass Through Agreement”);

**Transaction 14** – In connection with the development of the Project, it is expected that the Sponsor will serve as the developer for the Project and one or more of the Participants will be required to engage in various development activities and enter into various agreements and other transaction documents, including without limitation any agreements for development services, consultant services and design services (the “Development Activities”);

**Transaction 15** – The Sponsor and the Company are expected to enter into an assignment agreement whereby the Sponsor will assign to the Company and the Company will take by assignment various contracts entered into by the Sponsor in connection with the Project prior to the date hereof (the “Assignment of Contracts”);

**Transaction 16** – The Company is expected to enter into or take by assignment from the Sponsor a general contractor agreement or construction management agreement, as applicable, and any other related documents with Gilbane Building Company for general contracting services for the construction and rehabilitation of the Project (the “Construction Services”);



**Transaction 17** – The Company is expected to enter into or take by assignment from the Sponsor an architects agreement and any other related documents with Watts Architecture & Engineering, D.P.C for architectural services for the construction and rehabilitation of the Project (the “Architectural Services”); and

**Transaction 18** – The Sponsor is expected to use a portion of the proceeds of the Grants to make a donation to BBRC, that will use the proceeds of such donation to make a loan to BBRC Member that will use such loan proceeds to make a capital contribution to Company to facilitate the rehabilitation of the Project (the “BBRC Contribution”).

“Draft”

RESOLUTIONS OF THE BOARD OF DIRECTORS  
OF  
BUFFALO URBAN DEVELOPMENT CORPORATION

Reference is hereby made to Exhibit A attached hereto and made a part hereof (the “Transactions Description”). All definitions not otherwise defined herein shall have the meanings set forth on the Transactions Description.

The Board of Directors of Buffalo Urban Development Corporation (“BUDC”) hereby adopt the following resolutions and consent to the taking of the corporate actions hereinafter specified (or contemplated therein or thereby), and these resolutions have not been amended, modified or repealed:

RESOLVED, that (i) BUDC and (ii) all affiliates of which BUDC holds a direct or indirect interest are hereby authorized and empowered to enter into the applicable transactions more particularly described in the Transactions Description, including but not limited to the Master Lease, the Construction, the NMTC Structure, the NMTC Guaranties, the Grants, the EDG Grant, the Equity Contributions, the Leverage Loan, the BA QLICI Loans, the NTCIC QLICI Loans, the HTC IM Admission, the HTC Guaranties, the Pass Through Agreement, the Development Activities, the Assignment of Contracts, the Construction Services, the Architectural Services and the BBRC Contributions (collectively, the “Transactions”); and it is

FURTHER RESOLVED, that (i) BUDC and (ii) all affiliates of which BUDC holds a direct or indirect interest are hereby authorized and empowered to execute and deliver any and all documents necessary to consummate the Transactions (collectively, the “Transaction Documents”), which documents may contain such terms, provisions, conditions, stipulations and agreements as BUDC may deem proper and advisable, and that \_\_\_\_\_ (an “Authorized Representative”) is authorized to act on behalf of BUDC to execute and deliver such Transaction Documents as such Authorized Representative may deem proper and advisable in order to effectuate the Transactions; and it is

FURTHER RESOLVED that BUDC and all affiliates of which BUDC holds a direct or indirect interest be and hereby is, authorized, empowered and directed to borrow such amounts as set forth in the Transaction Documents, upon such terms and conditions as the Authorized Representative of BUDC determines, the same to be conclusively evidenced by his execution and delivery of such agreements in the name and on behalf of BUDC; and it is

FURTHER RESOLVED that BUDC and all affiliates of which BUDC holds a direct or indirect interest be and hereby is authorized, empowered and directed to mortgage, pledge, assign, and grant such security interests in and otherwise transfer such real, personal or mixed property now or hereafter owned by BUDC as collateral security for any and all liabilities of

BUDC to the parties as set forth in the Transactions Description, whenever and however arising which are necessary to consummate the Transaction; and it is

FURTHER RESOLVED that BUDC and all affiliates of which BUDC holds a direct or indirect interest be and hereby is authorized, empowered and directed to modify, supplement or amend any such mortgages, agreements, documents and collateral security, from time to time and the Authorized Representative determines to be in the best interests of BUDC; and

FURTHER RESOLVED, that in addition to and without limiting the generality of the foregoing resolutions with respect to the foregoing transactions, the Authorized Representative, be, and is, authorized and directed to take such further action in connection with said transactions and to execute and deliver such instruments as such Authorized Representative, with advice of counsel may deem appropriate to carry out the foregoing resolutions; and the taking of such action or execution of such instruments shall be deemed conclusive evidence of the determination of such Authorized Representative that such action or execution was appropriate and in the best interest of BUDC; and it is

FURTHER RESOLVED, that all action taken and all instruments executed by authorized persons on behalf of BUDC prior to the adoption of these resolutions with respect to the financing of the Project and all matters related thereto, are hereby ratified, confirmed and approved.

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**OFFICER'S CERTIFICATE**

I, Kevin J. Zanner, do hereby certify that I am the Secretary of Buffalo Urban Development Corporation, and the foregoing is a true and correct copy of the resolutions duly adopted at a meeting of the Board of Directors of Buffalo Urban Development Corporation held on the \_\_\_\_ day of September, 2017.

\_\_\_\_\_  
Name: Kevin J. Zanner

Title: Secretary

Dated: September \_\_\_\_, 2017

**EXHIBIT A**

**TRANSACTIONS DESCRIPTION**

**Buffalo Urban Development Corporation**

95 Perry Street  
Suite 404  
Buffalo, New York 14203  
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ITEM 5



**BUDC Real Estate Committee Meetings - 2018**

**Meetings held at 12:00 P.M.**

**BUDC Offices**

**95 Perry Street - Vista Room**

**Buffalo, New York 14203**

- **Tuesday, January 23**
- **Tuesday, February 20**
- **Tuesday, March 20**
- **Tuesday, April 17**
- **Tuesday, May 22**
- **Tuesday, June 19**
- **Tuesday, July 24**
- **Tuesday, August 21**
- **Tuesday, September 18**
- **Tuesday, October 23**
- **Tuesday, November 20**
- **Tuesday, December 11**

• Byron W. Brown, Chairman of the Board • Dennis Penman, Vice Chairman • Peter M. Cammarata, President • David A. Stebbins, Vice President  
• Andrew Schoepfich, Treasurer • Theresa Carpenter, Assistant Treasurer • Kevin J. Zanner, Secretary •