

**Minutes of the Meeting  
of the  
Downtown Committee  
of  
Buffalo Urban Development Corporation**  
**901 City Hall  
Buffalo, New York 14202  
April 11, 2017  
12:00 p.m.**

Committee Members Present:

James W. Comerford  
Thomas R. Hersey, Jr.  
Rev. Darius G. Pridgen  
Brendan R. Mehaffy (Committee Chair)

Committee Members Absent:

Dottie Gallagher-Cohen  
Benjamin N. Obletz  
Steven J. Stepniak

Officers Present:

Peter M. Cammarata, President  
David A. Stebbins, Executive Vice President  
Brandye Merriweather, Vice President  
Kevin J. Zanner, Secretary

**Guests Present:** Jamine Hammon-Burney, Buffalo Niagara Medical Campus; Rebecca Gandour, Mayor's Office of Strategic Planning; Daniel Leonard, Buffalo Niagara Partnership; Mark Pope, Buffalo Niagara Medical Campus; and Michael Schmand, Buffalo Place, Inc.

**Roll Call:** The Secretary called the roll at 12:05 p.m. A quorum of the Committee was present.

- 1.0 Approval of Minutes of the January 10, 2017 Meeting** – The minutes of the January 10, 2017 meeting of the Downtown Committee were presented. Mr. Comerford made a motion to approve the meeting minutes. The motion was seconded by Mr. Hersey and unanimously carried.
  
- 2.0 BBRP Loan Program – Consistency Determinations** – Ms. Merriweather presented her April 11, 2017 memorandum to the Committee regarding proposed BBRP loan program consistency determinations for The Marin project located at 237-41 Main Street submitted by Priam, LLC and the 23 North Street project submitted by First Amherst Development. These proposals were submitted in response to the first quarter loan program request for proposals. Ms. Merriweather reviewed the two projects, the descriptions of which are set forth in the April 11<sup>th</sup> memorandum. She noted that a team comprised of representatives from BUDC, the Mayor's Office of Strategic Planning and the Buffalo Niagara Partnership reviewed the proposals. She reported that the review team is recommending that the Committee determine that both projects are consistent with the Buffalo Building Reuse Project and the Queen City Hub plan. It was noted that BUDC Board member Benjamin N. Obletz is the principal of First Amherst Development and that this presents a conflict of interest issue. Mr. Zanner indicated that the Governance Committee is responsible for reviewing conflict of interest issues and that it would be appropriate to refer the matter to the Governance Committee. He also noted that ESD consent to the transaction would be required under the terms of the grant agreement. The Committee agreed that the conflict of interest issue should be reviewed by the Governance Committee. The Committee then discussed the two projects. Mr. Pridgen stated that the loan program should solicit affordable

housing projects to ensure that downtown housing is available to persons of all income levels and requested that future RFPs specifically seek proposals for affordable housing.

There being no further discussion, Mr. Comerford made a motion that the Committee determine that The Marin project located at 237-41 Main Street submitted by Priam, LLC and the 23 North Street project submitted by First Amherst Development are both consistent with Buffalo Building Reuse Project goals and for both projects to proceed to the loan underwriting process. The motion was seconded by Mr. Hersey and unanimously carried.

- 3.0 Housing Market Study** – Mr. Leonard presented an update regarding the proposed housing market study. The goal of the study is to obtain a comprehensive analysis of the downtown residential market. Two approaches for the study are under consideration. The first approach, reflected in the Zimmerman/Volk template scope document circulated to the Committee, would replicate similar studies conducted in 2003 and 2011. This approach is somewhat limited and would cost between \$15,000 and \$20,000. The second approach, reflected in the alternative scope document circulated to the Committee, would be more comprehensive and would cost up to \$35,000. The Buffalo Niagara Partnership is seeking funding to help underwrite the cost of the study, and is requesting that BUDC participate in the study. The Committee discussed the matter. Mr. Mehaffy noted that BURA and the Mayor’s Office of Strategic Planning are conducting a separate housing study, and he stressed the importance of avoiding redundancies as the two studies are advanced.
- 4.0 Downtown Infrastructure – Project Updates** – Ms. Merriweather presented the update regarding downtown infrastructure projects. Ms. Merriweather circulated to the Committee an updated map and spreadsheet identifying the status of each project and then highlighted a few of the projects on the spreadsheet, including the Erie-Shelton Square Greenway project and the North/South Division Street construction project.
- 5.0 Queen City Pop Up** – Ms. Merriweather presented an update regarding the Queen City Pop-up retail program. Work has begun on the next iteration of the program and multiple sites are being considered for the next location of the program. Of the 24 retailers who have participated in the program thus far, 21 of them are MBE, WBE or M/WBE businesses. Ms. Merriweather reported that Whimsy Confections, a recent program participant, opened a permanent location in the 600 block of Main Street.
- 6.0 Downtown Development Guide** – Ms. Merriweather reported on a recent meeting with Invest Buffalo Niagara regarding the 2017 version of the Downtown Development Guide. She noted that IBN is also coordinating with the Mayor’s Office of Strategic Planning on the contents of the guide. The 2017 guide is expected to be rolled out in July.
- 7.0 Buffalo Place Updates** – Mr. Schmand provided an update regarding the Main Street grant program administered by Buffalo Place. Starbucks and Hatchets & Hops have completed their improvements with the grant funding made available through the program.
- 8.0 Buffalo Niagara Medical Campus Updates** – Mr. Burney presented an update regarding medical campus projects. The parking garage is on schedule for substantial completion in May 2018. BNMC applied to the Brownfield Cleanup Program for 980 Ellicott Street property to remedy legacy contamination at the site and received grants from NYSERDA for a “smart corridor” study and a micro-grid feasibility study. Mr. Burney also reported that BNMC assisted with the NFTA’s downtown employee transit pass program, which is designed to increase transit ridership and help alleviate parking congestion.
- 9.0 Buffalo Green Code & Brownfield Opportunity Areas** – There was no report on this item.

**10.0 Adjournment** – There being no further business to come before the Downtown Committee, upon motion made by Mr. Hersey, seconded by Mr. Comerford and unanimously carried, the April 11, 2017 meeting of the Downtown Committee was adjourned at 12:50 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Kevin J. Zanner', written over a horizontal line.

Kevin J. Zanner, Secretary