

**Minutes of the Board of Directors Meeting
of
Buffalo Urban Development Corporation**

95 Perry Street
Buffalo, New York 14203
February 27, 2018
12:00 p.m.

1.0 Call to Order

Directors Present:

Michael Ball
Hon. Byron W. Brown (Chair)
James W. Comerford
Janique S. Curry
Dennis W. Elsenbeck
Darby Fishkin
Thomas R. Hersey, Jr.
Thomas A. Kucharski
Brendan R. Mehaffy
Dennis M. Penman (Vice Chair)
Maria R. Whyte

Directors Absent:

Thomas Beauford, Jr.
Dottie Gallagher-Cohen
Kimberley A. Minkel
David J. Nasca
Darius G. Pridgen
Craig A. Slater
Steven J. Stepniak

Officers Present:

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

Others Present: Dawn Boudreau, ECIDA; Chelsea Davis, Watts Architecture & Engineering; James Fink, *Buffalo Business First*; Jonathan Epstein, *The Buffalo News*; Larry Martin, National Grid; Steve Weathers, ECIDA; and Mary Grace Welch, National Grid.

Roll Call; Order of Business – The meeting was called to order at 12:15 p.m. A quorum of the Board was not present. The Chair requested that BUDC executive staff present information items 4.4 and 4.5. Ms. Curry and Mr. Fishkin joined the meeting during the presentation of item 4.5, at which time a quorum of the Board was present. The remaining agenda items were presented in the following order: items 4.1 through 4.3, followed by items 2.0 and 3.0. Ms. Whyte left the meeting following the vote on item 4.3. Mayor Brown left the meeting following the vote on item 3.0, at which time a quorum of the Board was no longer present. Items 4.6 and 4.7 were presented in the absence of a quorum.

2.0 Presentation of the Minutes – The minutes of the January 30, 2018 meeting of the Board of Directors were presented. Mr. Penman made a motion to approve the meeting minutes. The motion was seconded by Mr. Comerford and unanimously carried (10-0-0).

3.0 Monthly Financial Reports – Ms. Profic presented the consolidating statement of net position for BUDC and its affiliates, 683 Northland LLC and 683 WTC, LLC for the period ending January 31, 2018. She also updated the Board regarding the 2017 year-end audit, which is nearing completion.

The audit process has been more complex than in past years due to the 2017 year-end tax credits transaction and resulting new organizational structure, but there have been no major issues or problems. Draft audit financial statements will be presented to the Audit & Finance Committee at its March meeting and then to the Board of Directors at the March 27, 2018 meeting. Ms. Fishkin made a motion to accept the January 31, 2018 financial report. The motion was seconded by Ms. Curry and unanimously carried (10-0-0).

4.0 New Business

- 4.1 **612 Northland Renovation – Electrical Proposals** – Mr. Cammarata presented his February 27, 2018 memorandum to the Board regarding electrical contractor proposals for the renovation of 612 Northland. Three proposals were received, with Deltex Electric submitting the lowest cost proposal in the amount of \$55,585. This work will be paid with Restore NY grant funds and a 10% match from the Buffalo Brownfields Redevelopment Fund (BBRF). Mr. Mehaffy made a motion to approve the retention of Deltex Electric to furnish and install electrical systems at 612 Northland at a cost of \$55,585, to authorize the President or Executive Vice President to execute agreements with the contractor to perform the work and to utilize the BBRF for the 10% match. The motion was seconded by Ms. Whyte and carried with ten affirmative votes (10-0-1). Mr. Ball abstained from the vote.
- 4.2 **683 Northland/Northland Workforce Training Center – Furniture & Furnishings Bid Results and Award** – Mr. Stebbins presented his February 27, 2018 memorandum regarding the award of furnishings and furniture vendor contracts for the workforce training center at 683 Northland. Four bids were received, and Mr. Stebbins referred to the chart accompanying the Board memorandum which details the specific proposed awards to three vendors. The total cost is \$694,981.20, which is less than the budgeted amount of \$725,000. Mr. Comerford made a motion to approve contracts with Eaton Office Supply in the amount of \$161,422.54, Eaton Wrightline in the amount of \$22,862.25 and Prentice Office Environments in the amount of \$510,696.41 for the items set forth in the chart and to authorize the President or Executive Vice President to execute contracts on behalf of 683 Northland LLC with the selected vendors. The motion was seconded by Ms. Whyte and carried with ten affirmative votes (10-0-1). Mr. Ball abstained from the vote.
- 4.3 **683 Northland Brownfield Cleanup Program – LiRo Additional Work Proposal** - Mr. Stebbins presented his February 27, 2018 memorandum regarding additional work to be performed by LiRo Engineers as detailed in the consultant's February 9, 2018 proposal, a copy of which was included in the meeting packet. This additional work is necessary to meet NYSDEC requirements for the Brownfield Cleanup Program project at 683 Northland. The cost of the work is \$99,765.50. Mr. Kucharski made a motion to approve the February 9, 2018 proposal of LiRo Engineers to perform additional investigation and remedial measure oversight work at a lump sum cost of \$99,765.50 and to authorize the President or Executive Vice President to execute on behalf of 683 Northland LLC the February 9, 2018 proposal and appropriate agreements with the consultant for the work. The motion was seconded by Mr. Elsenbeck and carried with ten affirmative votes (10-0-1). Mr. Ball abstained from the vote.
- 4.4 **Northland Beltline Project Update** – Mr. Stebbins referred the Board to the one-page monthly report prepared by Gilbane for the 683 Northland construction project. The Phase I project is nearly 40% complete. Mr. Stebbins next circulated the February 27, 2018 Northland Corridor Redevelopment project update. He highlighted certain items in the report, including an update on project funding. ESD issued a proposed grant disbursement agreement to BUDC for a six million dollar grant for workforce training center equipment and related items. The ESD Board of Directors also approved funding for the Phase II/Buffalo Manufacturing Works construction in the amount of twenty-five million dollars. Mr. Stebbins reported that the New York State Historic Preservation Office has officially listed the 631-683 Northland site on the NYS Register of Historic Places and nominated the site for inclusion on the National Register of

Historic Places. He also reported that Watts completed the schematic design work for 541 East Delavan Avenue building, which is the proposed location for Project Rainfall, a start-up food and wellness enterprise. Mayor Brown thanked the BUDC Board for its support of the Project Rainfall initiative. Mayor Brown also reported on discussions that may result in locating a computer coding school and new theatrical training school at Northland.

- 4.5 Buffalo Building Reuse Project Update** – Ms. Merriweather presented an update regarding the Buffalo Building Reuse project. BUDC continues to work with the Mayor’s Office of Strategic Planning, the Buffalo Niagara Partnership, and Real Property Research Group, Inc. (RPRG) regarding the RPRG downtown residential housing study. Further input is being sought from the development community with respect to the report, and modifications to the report are anticipated. Ms. Merriweather also reported that BUDC issued its first quarter request for proposals for BBRP loan funding. Responses are due at the end of March. Ms. Merriweather then reported on the Erie/Shelton Square infrastructure project. Clark Patterson Lee is the design consultant for this project, and it is expected that the design work will be complete by the end of April. Ms. Merriweather closed her report with an update regarding the infrastructure improvements project for portions of Chippewa, Franklin and Court Streets.
- 4.6 Buffalo Lakeside Commerce Park Update** – Mr. Cammarata presented a brief update regarding Buffalo Lakeside Commerce Park. He reported that a ten-acre site at BLCP is a finalist for the location of Project Chardonnay. BUDC also continues to work with other potential prospects for projects at BLCP.
- 4.7 Information Package** - Mr. Cammarata reviewed the informational, marketing and media materials that were included in the monthly information package provided to the Board.

5.0 Late Files – None.

6.0 Tabled Items – None.

7.0 Executive Session – None.

8.0 Adjournment – The meeting concluded at 1:15 p.m.

Respectfully submitted,



Kevin J. Zanner, Secretary