

**Minutes of the Meeting
of the
Board of Directors
of
Buffalo Lakeside Commerce Park
Property Owners Association, Inc.**

**95 Perry Street
Buffalo, New York 14202
July 20, 2023
12:30 p.m.**

Directors Present:

Thomas A. Kucharski
Michael Montante
Dennis M. Penman, Chair

Directors Absent:

Janique S. Curry

Officers Present:

Brandye Merriweather, President
Rebecca Gandour, Executive Vice President
Mollie Profic, Treasurer
Kevin J. Zanner, Secretary
Atiqa Abidi, Assistant Treasurer

Guests Present: Michael Alexander, BBRC Board member (via Zoom); Scott Bylewski, BUDC Board member; Alexis M. Florczak, Hurwitz Fine P.C.; Elizabeth Holden, BUDC Board member; Talia Johnson-Huff, ECIDA Project/Facilities Manager; Thomas Mancuso, Mancuso Business Development Group; Antonio Parker, BUDC Project Manager; Angelo Rhodes, Northland Project Manager; and Paul Tronolone, Empire State Development.

- 1.0 Call to Order/Roll Call:** The meeting was called to order at 12:30 p.m. A quorum of the Board of Directors was present.
- 2.0 Approval of Minutes – Meeting of October 18, 2022** – The minutes of the October 18, 2022 meeting of the Board of Directors were presented. Mr. Montante made a motion to approve the meeting minutes. The motion was seconded by Mr. Kucharski and unanimously carried (3-0-0).
- 3.0 Financial Report** – Ms. Profic presented a financial report. Currently, BUDC is paying for expenses on behalf of the POA which are then reimbursed through the assessment process. Ms. Profic anticipates that POA members will eventually be billed two times a year. Bills for assessment charges have not been sent to property owners for the 2023 fiscal year. The only unanticipated POA expense for 2023 to date was repair work involving a storm drain, which cost approximately \$4,500.

Following this update, the POA directors discussed Uniland's prior request to modify how the POA is calculating its assessment for the solar array project. Mr. Montante reported that Uniland staff has been working on a proposal but has not come up with a proposed solution to date. The Board discussed potential ways that a solar field could be assessed and requested that Uniland submit a written proposal.

4.0 Property Maintenance Update – Ms. Johnson-Huff presented a property maintenance update at Buffalo Lakeside Commerce Park. Landscaping and trash removal work is being completed by the Park's current contractor. Ms. Johnson-Huff will be conducting a walk-through with a park patron who has submitted consistent feedback regarding the Park. A request for proposals (RFP) will be released in the next month for snow plowing and landscaping services. Repair on a storm drain was completed after a snowplow damaged the drain over the winter.

5.0 Adjournment – There being no further business to come before the Board, the July 20, 2023 meeting of the Board of Directors was adjourned at 12:41 p.m.

Respectfully submitted,



Kevin J. Zanner
Secretary