

**Minutes of the Meeting
of the
Downtown Committee
of
Buffalo Urban Development Corporation**

**65 Niagara Square
901 City Hall
August 16, 2023
12:00 p.m.**

Committee Members Present:

Daniel Castle
Nathan Marton
Brendan R. Mehaffy (Committee Chair)
Kimberley Minkel
Karen Utz

Committee Members Absent:

Catherine Amdur
Darby Fishkin
Dottie Gallagher
Darius G. Pridgen

Officers Present:

Brandye Merriweather, President
Rebecca Gandour, Executive Vice President
Kevin J. Zanner, Secretary

Guests Present: Cristina Cordero, Gardiner & Theobald (via Zoom); Alexis M. Florczak, Hurwitz Fine P.C.; Kelly Maloney, Kevin Gulvin, Gardiner & Theobald (via Zoom); Antonio Parker, BUDC Project Manager; Jay Renkens, MIG (via Zoom); Angelo Rhodes, BUDC Project Manager; and Mike Schmand, Buffalo Place.

Roll Call: The meeting was called to order at 12:06 p.m. A quorum of the Committee was not present. Agenda item 2 was presented first for informational purposes. Mr. Marton joined the meeting during the presentation of agenda item 2, at which time a quorum was determined to be present.

- 1.0 Approval of Minutes of the April 19, 2023 Meeting** – The minutes of the April 19, 2023 meeting of the Downtown Committee were presented. Ms. Minkel made a motion to approve the April 19, 2023 meeting minutes. The motion was seconded by Ms. Utz and unanimously carried (5-0-0).

- 2.0 Buffalo’s Race for Place – Downtown Waterfront Improvement Plan Project Update Presentation** – Ms. Merriweather introduced Jay Renkens, principal-in-charge for MIG on the Inner Harbor Public Realm study. Mr. Renkens provided an overview of the study, which is being coordinated with the City’s Smart Streets study. Recommendations for the Waterfront Improvement Plan being prepared will incorporate concepts from past plans and proposals Equity, experience, and identity are key values. Mr. Renkens outlined the four plan pillars, which consist of connecting neighborhoods to Buffalo’s waterfront; enhancing wayfinding and providing a welcoming experience to the waterfront; integrating development along the Erie Street Greenway; and linking the waterfront to the Western New York region. Mr. Renkens then discussed MIG’s next steps, which include incorporating public comments, providing a final plan draft in early September, and presenting the final plan by early October. The Committee discussed the plan and provided positive feedback.

- 3.0 Ralph Wilson Park – Atlantic Testing Laboratories Contract for Environmental Sampling and Consulting Services** – Mr. Parker presented his August 16, 2023 memorandum regarding a proposed contract with Atlantic Testing Laboratories (ATL) for environmental sampling and consulting services. Mr. Parker noted that ATL recently acquired SJB Services, Inc., which is a BUDC environmental consultant for the Ralph Wilson Park project. ATL has retained nearly all SJB staff that were involved in the Ralph Wilson Park project. BUDC staff is now proposing to retain ATL as a single source procurement under the BUDC procurement policy because ATL has unique knowledge and expertise related to the project, and the cost to BUDC is reasonable considering these benefits. Mr. Castle made a motion to recommend that the BUDC Board of Directors (i) approve the Atlantic Testing Laboratories contract in the not-to-exceed amount of \$40,000 for the environmental scope of work described in the August 16, 2023 memorandum to the Downtown Committee; and (ii) authorize the BUDC President or Executive Vice President to execute the contract and take such other actions as are necessary to implement this authorization. The motion was seconded by Ms. Minkel and unanimously carried (5-0-0).
- 4.0 Ralph Wilson Park – MVVA Contract Amendment #11** – Mr. Parker presented his August 16, 2023 memorandum regarding the 11th amendment to the BUDC-MVVA Master Service Agreement. Following the presentation, Mr. Marton made a motion to recommend that the BUDC Board of Directors: (i) approve an amendment to the MVVA Master Service Agreement in the amount of \$37,750 for early value engineering work to support the Ralph Wilson Park project; and (ii) authorize the BUDC President or Executive Vice President to execute the amendment to the MVVA Master Service Agreement and take such other actions as are necessary to implement this authorization. The motion was seconded by Ms. Utz and unanimously carried (5-0-0).
- 5.0 Ralph Wilson Park – General Update** – Mr. Parker presented an update regarding the Ralph Wilson Park project. The Park remains closed as of July 28th and demolition work has commenced. Gilbane is working with National Grid to establish temporary power at the Park. He also reported to the Committee that BUDC recently contracted with Stohl Environmental to provide asbestos inspection services at the Park for a not-to-exceed amount of \$8,455.
- 6.0 Buffalo’s Race for Place – General Update** – Ms. Merriweather presented an update regarding Buffalo’s Race for Place. Installation of the new lighting system for the library underpass has begun. BUDC is working through concepts for the holiday edition of the Queen City Pop-Up.
- 7.0 Partner Updates** – Mr. Schmand provided the Buffalo Place update. The Downtown Farmers Market received a grant to deliver food from market vendors to Downtown patrons. Thursday & Main has concluded for the season. Buffalo Place is working with the City, BCAR and Stantec in assessing data regarding the number of people frequenting Downtown as compared to pre-pandemic. Buffalo Place is wrapping up the last four of its Main Street 2020 grants and is moving forward with eight new grants that were awarded in 2022.
- 8.0 Adjournment** – There being no further business to come before the Downtown Committee, on motion made by Ms. Utz, seconded by Mr. Marton and unanimously carried, the August 16, 2023 meeting of the Downtown Committee was adjourned at 12:48 p.m.

Respectfully submitted,



Kevin J. Zanner

Secretary