

**Minutes of the Meeting
of the
Audit & Finance Committee
of
Buffalo Urban Development Corporation**

**95 Perry Street
Buffalo, New York
October 17, 2024
12:00 p.m.**

Call to Order:

Committee Members Present:

Catherine Amdur
Janique S. Curry
Crystal Morgan
David J. Nasca
Dennis M. Penman (Committee Chair)

Committee Members Absent:

[None]

Officers Present:

Brandye Merriweather, President
Rebecca Gandour, Executive Vice President
Mollie M. Profic, Treasurer
Atiqa Abidi, Assistant Treasurer

Others Present: Alexis M. Florczak, Hurwitz Fine P.C.; Brian Krygier, Director of IT, ECIDA; Brendan Mehaffy, BUDC Board Member; Yolando Mullen, Project Manager; and Angelo Rhodes II, Northland Project Manager.

Roll Call – The meeting was called to order at 12:06 p.m. and a quorum was determined to be present. Mr. Nasca joined the meeting during the presentation of item 2. Ms. Curry joined the meeting during the presentation of item 3.

- 1.0 Approval of Minutes of the September 19, 2024 Meeting** – The minutes of the September 19, 2024 joint meeting of the Audit & Finance and Real Estate Committees were presented. Ms. Amdur made a motion to approve the meeting minutes. The motion was seconded by Ms. Morgan and unanimously carried (3-0-0).
- 2.0 2025 683 Northland Master Tenant Budget** – Ms. Profic reviewed the draft 2025 budget for 683 Northland Master Tenant, LLC. Ms. Profic noted that no adjustments were made to the revenue side of the budget that was presented at the September Committee meeting. She reviewed minor changes to the expense side of the budget. Ms. Profic also noted that the budget is presented to the Committee and the Board for information purposes only.
- 3.0 2025 BUDC Draft Budget & Three-Year Forecast** – Ms. Profic presented the 2025 draft budget, which was initially reviewed by the Committee at its September 19th meeting. She began the presentation by reviewing the proposed 2025 project budgets for Buffalo Lakeside Commerce Park, Buffalo Building Reuse Project/Race for Place, Ralph Wilson Park, Northland Corridor, and general corporate operations, and the outlined the changes made to each project budget following the Committee's September meeting. There was an extended discussion regarding BUDC

sustainability and challenges faced by the organization. Committee members discussed the unanticipated impact of delays in BUDC's receipt of tax credits, which resulted in increased costs to the redevelopment of the Northland Corridor. Ms. Gandour noted that, going forward, cash flow statements will be presented to the BUDC Board of Directors each month in addition to the monthly financial statement presentation. At the conclusion of the discussion, Mr. Nasca made a motion to recommend that the Board of Directors approve the proposed 2025 BUDC budget. The motion was seconded by Ms. Amdur and unanimously carried (5-0-0).

- 4.0 2024 BUDC Single Audit Services** – Ms. Gandour presented her October 17, 2024 memorandum regarding 2024 single audit services for BUDC. Following her presentation, Mr. Nasca made a motion to approve the retention of Freed Maxick to provide single audit services to BUDC for the year ending December 31, 2024 for the sum of \$5,500. The motion was seconded by Ms. Amdur and unanimously carried (5-0-0).
- 5.0 683 Northland LOC Update** – Ms. Gandour presented an update regarding the 683 Northland line of credit. Set to expire at the end of September, BUDC staff successfully obtained an extension with KeyBank to extend the due date to December 2024. Funding from the ESD RECAP grant will be used to pay off the line of credit, which has a current balance of approximately \$260,000. Mr. Rhodes is working with ESD to submit the cost recovery GURF, and it is anticipated that the line of credit will be paid off by the end of the calendar year.
- 6.0 683 Northland Tax Credits Discussion** – Ms. Gandour reported that BUDC met with its tax credits team last month to discuss BUDC's exit from the tax credits structure. BUDC is working with CBRE to obtain a broker value of opinion for 683 Northland Avenue. The Committee discussed the timing of the exit from the tax credits structure.
- 7.0 Adjournment** – There being no further business to come before the Committee, the September 19, 2024 meeting of the Audit & Finance Committee was adjourned at 1:20 p.m.

Respectfully submitted,



Alexis M. Florczak
Secretary of the Meeting