

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

**95 Perry Street, 4th Floor
Buffalo, New York 14203
December 10, 2025
12:00 p.m.**

Committee Members Present:

Catherine Amdur
Bryan J. Bollman
Daniel Castle
Jenna Kavanaugh
Nadine Marrero (Chair)
Karen Utz

Committee Members Absent:

Darby Fishkin
Dottie Gallagher
Kimberley A. Minkel

Officers Present:

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

Guests Present: James Bernard, BUDC Project Manager; Alexis M. Florczak, Hurwitz Fine P.C.; Angela Keppel, Buffalo Place; Brian Krygier, Director of IT, ECIDA; Keith Leal, Gilbane Building Company; and Sean Heidinger, Gilbane Building Company.

Roll Call: The meeting was called to order by Ms. Marrero at 12:05 p.m. A quorum of the Committee was present. Ms. Amdur joined the meeting during the presentation of agenda item 2.

- 1.0 Approval of Minutes of the October 15, 2025 Meeting** – The minutes of the October 15, 2025 meeting of the Downtown Committee were presented. Ms. Utz made a motion to approve the October 15, 2025 meeting minutes. The motion was seconded by Ms. Kavanaugh and unanimously carried (5-0-0).
- 2.0 Buffalo’s Race for Place – Downtown Temporary Intersection Project Consultant Selection** – Ms. Merriweather presented her December 10, 2025 memorandum regarding the proposed selection of a consultant for the downtown temporary intersection project. Ms. Merriweather reviewed with the Committee the consultant solicitation process, which included a request for proposals issued in coordination with the City of Buffalo. Eight proposals were received and four firms were interviewed by the selection committee, which consisted of BUDC staff and representatives from the Mayor’s Office of Strategic Planning and the Department of Permit and Inspection Services. The selection committee is recommending that MIG be awarded the consulting contract. Following the presentation, there was discussion regarding the scope of work, the inclusion of materials procurement in the contract amount, and collaboration with the City of Buffalo and NYS Department of Transportation regarding the intersection locations. There being no further discussion, Ms. Utz made a motion to recommend that the Board of Directors: (i) authorize BUDC to enter into an agreement with MIG for the design, coordination, and implementation of short-term placemaking and wayfinding improvements in downtown Buffalo at a not to exceed amount of \$299,980; and (ii) authorize the President or Executive

Vice President to execute the agreement with MIG and take such actions and take such other actions as may be necessary or appropriate to implement this authorization. The motion was seconded by Mr. Bollman and unanimously carried (6-0-0).

3.0 Ralph Wilson Park – General Update – Mr. Leal provided an update regarding the Ralph Wilson Park construction project. Construction is winding down due to winter weather. All trees on-site have been planted, with final plantings to resume in spring. One hundred percent of shoreline rip rap is complete. Concrete pathways are 40% complete and will be finished in spring. The dugouts and backstops for the baseball fields have been completed. Picnic shelters have been erected, with painting to take place in the spring.

4.0 Buffalo’s Race for Place – General Update – Ms. Merriweather presented the following updates regarding Buffalo’s Race for Place.

- a. Queen City Pop-Up – Downtown Holiday Campaign and Music Series: BUDC, in collaboration with the Mayor’s Office of Strategic Planning, Buffalo Place, and BUDC consultant Ari Parson PR have launched the “Downtown for the Holidays” campaign to highlight small businesses and generate increased foot traffic in downtown Buffalo. The campaign includes a weekly music series at Fountain Plaza in coordination with Buffalo Place, the City of Buffalo, and Ciminelli Real Estate. The Downtown Dollars Sweepstakes program has begun, with participants eligible to win gift certificates at participating businesses and restaurants. A new website for Queen City Pop-Up was recently rolled out, which highlights downtown’s small businesses, and contains an interactive map and video series regarding programming.
- b. Downtown and Waterfront Coordination Updates: A waterfront coordination session will take place on January 8, 2026.
- c. Downtown Project & Cost Management Selection: BUDC continues to coordinate with its partners to advance its agreement with Buffalo Construction Consultants (BCC). BUDC and the City are meeting with Douglas Development this Thursday to discuss the MOU and advancement of the Cars Sharing Main Street project.

5.0 Queen City Hub Revisited – Project Update – Ms. Merriweather and Ms. Keppel presented an update regarding Queen City Hub Revisited. Work on this initiative continues. UB’s Center for Urban Excellence is working to create a QCHR dashboard in order to compile data generated into a user-friendly format. Ms. Keppel added that Buffalo Place is looking at how other cities use dashboard tracking in order to develop and refine the QCHR dashboard. Rollout of the dashboard is anticipated in 2026.

6.0 Partner Updates – Ms. Keppel reported that Buffalo Place winter programming is underway. The ice skating rink at Fountain Plaza is open and features free skating on Wednesdays. Buffalo Place is preparing for the New Year’s Eve ball drop at the Electric Tower.

7.0 Adjournment – There being no further business to come before the Downtown Committee, upon motion made by Mr. Castle, seconded by Ms. Utz and unanimously carried, the December 10, 2025 meeting of the Downtown Committee was adjourned at 12:33 p.m.

Respectfully submitted,



Kevin J. Zanner, Secretary