

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

***95 Perry Street—4th Floor Vista Room
Buffalo, New York 14203***

**June 24, 2025
12:00 p.m.**

Directors Present:

Catherine Amdur
Bryan J. Bollman
Scott Bylewski
Daniel Castle
Dennis W. Elsenbeck
Thomas Halligan
Thomas A. Kucharski
Nadine Marrero
Kimberley A. Minkel
Dennis M. Penman
Karen Utz

Directors Absent:

Mayor Christopher P. Scanlon (Chair)
Janique S. Curry
Darby Fishkin
Dottie Gallagher
Elizabeth Holden
Nathan Marton
Crystal Morgan
David J. Nasca

Officers Present:

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

Guests Present: James Bernard, BUDC Project Manager; Jonathan Epstein, *The Buffalo News*; Alexis M. Florczak, Hurwitz Fine P.C; Brian Krygier, Director of IT, ECIDA; Sean Najewski, Gilbane Building Company; and Angelo Rhodes II, Northland Project Manager.

- 1.0 Roll Call** – The meeting was called to order at 12:16 p.m. by Vice Chair Penman. Mr. Zanner called the roll of directors and a quorum of the Board was determined to be present. Mr. Elsenbeck left the meeting during the presentation of agenda item 3 and re-joined the meeting during the presentation of agenda item 4.1.
- 2.0 Approval of Minutes – Meeting of May 27, 2025** – The minutes of the May 27, 2025 meeting of the Board of Directors were presented. Mr. Halligan made a motion to approve the meeting minutes. The motion was seconded by Ms. Marrero and unanimously carried (11-0-0).

3.0 Monthly Financial Reports – Ms. Profic presented for information purposes the financial statements for 683 Northland Master Tenant, LLC for the period ending May 31, 2025. She then presented the consolidated financial statements for BUDC and its affiliates, 683 Northland LLC and 683 WTC, LLC for the period ending May 31, 2025. Ms. Profic also presented the updated cash flow forecast for BUDC. Mr. Bylewski commented on the cash flow forecast and asked that the document be included as part of future Board meeting packets. Mr. Bylewski then made a motion to accept the BUDC consolidated financial statements. The motion was seconded by Mr. Kucharski and unanimously carried (10-0-0).

4.0 New Business –

4.1 2025-2026 Election of Officers – Ms. Merriweather presented the following proposed slate of officers of BUDC as set forth in the June 24, 2025 memorandum to the Board of Directors:

Chair:	Hon. Christopher P. Scanlon
Vice Chair:	Dennis M. Penman
President:	Brandye Merriweather
Executive Vice President:	Rebecca Gandour
Treasurer:	Mollie M. Profic
Assistant Treasurer:	Atiqa Abidi
Secretary:	Kevin J. Zanner

Upon motion made by Mr. Kucharski, seconded by Mr. Bollman and unanimously carried (11-0-0), the foregoing slate of officers was approved, with each officer to serve a term of one (1) year and until his or her successor has been elected or appointed.

4.2 Appointment of Citizen Board Members – Ms. Merriweather presented Mayor Scanlon's June 24, 2025 memorandum to the Board regarding his re-appointment of Dennis Penman as a citizen member and director of BUDC. The memorandum also proposes the re-appointment of David Nasca and Elizabeth Holden as citizen members and directors of BUDC. Mr. Castle made a motion to (i) approve the re-appointment of David Nasca as a citizen member and director of BUDC for a term of three (3) years and until his successor is duly elected, and (ii) approve the re-appointment of Elizabeth Holden as a citizen member and director of BUDC for a term of three (3) years and until her successor is duly elected. The motion was seconded by Ms. Halligan and unanimously carried (11-0-0).

4.3 2025-2026 Board Committee Appointments – Ms. Merriweather presented the proposed slate of Committee appointments for 2025-2026. Ms. Utz made a motion to approve the proposed slate of Committee appointments. The motion was seconded by Mr. Kucharski and unanimously carried (11-0-0). The Committee appointments approved by the Board are as follows:

Downtown Committee: Catherine Amdur; Bryan J. Bollman, Daniel Castle; Darby Fishkin, Dottie Gallagher; Nathan Marton; Nadine Marrero (*Committee Chair*); Kimberley A. Minkel; Crystal Morgan; and Karen Utz.

Governance Committee: Hon. Christopher P. Scanlon; Dennis W. Elsenbeck; Thomas Halligan; Thomas A. Kucharski (*Committee Chair*); Nadine Marrero; Dennis M. Penman; and Karen Utz.

Audit & Finance Committee: Catherine Amdur; Janique Curry; Crystal Morgan; David J. Nasca; and Dennis M. Penman (*Committee Chair*).

Real Estate Committee: Scott Bylewski; Janique S. Curry; Elizabeth Holden; Thomas A. Kucharski; Nadine Marrero; Kimberley A. Minkel (*Committee Chair*); and Dennis M. Penman.

Loan Committee: Dottie Gallagher; and Nadine Marrero (*Committee Chair*).

4.4 Ralph Wilson Park Project – Ralph C. Wilson, Jr. Foundation Grant Agreement #13

– Mr. Bernard presented his June 24, 2025 memorandum regarding the Ralph C. Wilson, Jr. Foundation's thirteenth grant agreement. Following his presentation, Ms. Marrero made a motion to: (i) accept the \$25,600,000 grant award from the Wilson Foundation to advance Phase 2 construction at Ralph Wilson Park; (ii) approve the 12th amendment to the subgrant agreement between BUDC and the City of Buffalo to transfer up to \$25,600,000 in grant funds to support Phase 2 construction; and (iii) authorize BUDC President or Executive Vice President to execute the Wilson Grant Agreement 13 and the 12th amendment to the Subgrant Agreement and take such other actions as are necessary to implement this authorization. The motion was seconded by Ms. Amdur and unanimously carried (11-0-0).

4.5 Northland Corridor – Purchase of Utility Vehicle – Mr. Rhodes presented his June 24, 2025 item regarding the purchase of a utility vehicle (Kubota) for the Northland Corridor. Ms. Amdur made a motion to: (i) approve the purchase of a Kubota from Admar Supply Co., Inc. at a cost totaling \$32,900.53; and (ii) authorize the President or Executive Vice President of BUDC to execute the purchase agreement and take such other actions as are necessary and appropriate to implement this authorization. The motion was seconded by Mr. Castle and unanimously carried (11-0-0).

4.6 Northland Corridor Project Update – Mr. Rhodes presented an update regarding the Northland Corridor. With respect to Phase 3, BUDC and LeChase have executed the general construction contract. Construction is anticipated to start shortly. Mr. Rhodes noted there was no update with respect to Phase 4, as Wendel continues to progress on design documents for 631 Northland Avenue. With respect to 741 and 777 Northland Avenue, Mr. Rhodes indicated that BUDC participated in a coordination meeting with SHPO and LiRo regarding these buildings. With respect to the Brownfield Opportunity Area nomination plan, the draft plan is currently in a 30 day comment period and is being presented to the Common Council at its June 24th meeting. Mr. Rhodes reported that BUDC interviewed two respondents to BUDC's request for proposals for food operations at 683 Northland Avenue. He also reported that Pro Clean has been selected for landscaping services for the Northland Corridor for the remainder of the 2025 season.

4.7 Ralph Wilson Park Project Update – Mr. Najewski presented an update regarding the Ralph Wilson Park project. Work on the shoreline continues. Tree planting and seeding work is taking place on the South Lawn, soccer fields and 4th street side of the Park. This work will be put on pause shortly due to high temperatures and will resume in the fall. The remaining work on the pedestrian bridge is moving forward. Paving work is also being completed at the soccer fields, with work progressing towards the South Lawn.

4.8 Race for Place Project Update – Ms. Merriweather presented an update regarding the Race for Place project. BUDC is finalizing its project and cost management agreement with Buffalo Construction Consultants (BCC) in connection with the implementation of the downtown and waterfront infrastructure improvement plans. BCC has prepared its first scope of work in connection with its agreement with BUDC. This first proposed scope of work will allow BCC to complete project prioritization relating to the downtown and waterfront infrastructure projects. Ms. Merriweather explained that, following the City of Buffalo's review of each proposal, the BCC proposals will be brought to the BUDC Downtown Committee for review and recommendation for approval by the BUDC Board of Directors. Ms. Merriweather indicated that the City of Buffalo has indicated it is comfortable with the proposed project prioritization scope of work, which is expected to be brought to the BUDC Downtown Committee for review at its July meeting. With respect to the request for proposals for short-term placemaking and wayfinding improvements near the Explore & More Children's Museum, Naval Park and Heritage Point, Ms. Merriweather reported that BUDC did not receive any proposals that would meet the established completion

date. Staff will reissue the RFP with a later completion date. BUDC staff also continues to work on Queen City Pop-Up and small business programming.

4.9 Buffalo Lakeside Commerce Park – Project Update – Ms. Gandour presented an update regarding Buffalo Lakeside Commerce Park. Staff is evaluating a request to add Disc Golf to Union Ship Canal. BUDC staff is working with its landscaping contractor for the Park regarding lawn cutting and mulching work.

5.0 Late File – None.

6.0 Tabled Items – None.

7.0 Executive Session – None.

8.0 Adjournment – There being no further business to come before the Board, the June 24, 2025 annual meeting of the Board of Directors was adjourned at 12:45 p.m.

Respectfully submitted,



Kevin J. Zanner, Secretary