

Buffalo Lakeside Commerce Park Property Owners Association, Inc.

Board of Directors Meeting

Tuesday, October 14, 2024

**Immediately Following BUDC Real Estate Committee and
BBRC Meetings**

95 Perry Street, 4th Floor Conference Room

Agenda

- 1) Call Meeting to Order
- 2) Approval of Minutes – Meeting of November 12, 2024 (*Approval*)
(*Enclosure*)
- 3) Financial Report (*Enclosure*)
- 4) 2026 Regular Assessments (*Information*)
- 5) 2026 Buffalo Lakeside Commerce Park POA Budget (*Approval*) (*Enclosure*)
- 6) Property Maintenance Update (*Information*)
- 7) Adjournment (*Approval*)

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

**95 Perry Street
Buffalo, New York 14203
November 12, 2024
12:30 p.m.**

Directors Present:

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

Directors Absent:

Scott Bylewski
Janique S. Curry

Officers Present:

Brandye Merriweather, President
Rebecca Gandour, Executive Vice President
Mollie Profic, Treasurer
Atiqah Abidi, Assistant Treasurer

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

- 1.0 Call to Order/Roll Call:** The meeting was called to order at 12:46 p.m. A quorum of the Board of Directors was present.
- 2.0 Approval of Minutes – Meeting of January 22, 2024** – The minutes of the January 22, 2024 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 (4-0-0).
- 3.0 Financial Report** – Ms. Profic presented the financial report. BUDC continues to pay upfront for expenses on behalf of the POA, which are then reimbursed through the assessment process. Partial assessments for 2024 expenses were issued to POA members in September and October.
- 4.0 2025 Regular Assessments** – Ms. Profic presented an update regarding the 2025 Regular Assessments. Notices for the 2025 Assessments will be sent to POA members by the end of November. Ms. Florczak added that no changes to the assessment calculations are anticipated for 2025, as no new construction has taken place on the properties of the POA members in 2024. Mr. Montante stated that the current assessment for 255 Ship Canal Parkway is inequitable for a “passive use facility.” Ms. Gandour reminded Mr. Montante that the POA Board of Directors

requested that Uniland present an alternate proposal that is not less than the Regular Assessment if its property were assessed as vacant land. Ms. Gandour referenced the POA's March 2024 letter to Mr. Montante, in which the POA requested that Uniland prepare a revised proposal, and she noted that Uniland had not presented a revised proposal to date.

- 5.0 2025 Buffalo Lakeside Commerce Park POA Budget** – Ms. Profic presented the draft 2025 BLCP POA budget. She noted that no major changes from FY2024 have occurred. Mr. Kucharski made a motion to accept the proposed 2025 budget. The motion was seconded by Mr. Montante and unanimously carried (4-0-0).
- 6.0 Property Maintenance Update** – Ms. Johnson-Huff presented the BLCP property maintenance update. She noted that increased pedestrian traffic at the park and Ship Canal Commons has resulted in increased trash, vandalism and instances of dumping. BLCP's maintenance contractor has been responsive in addressing these issues.
- 7.0 Adjournment** – There being no further business to come before the Board, the November 12, 2024 meeting of the Board of Directors was adjourned at 1:03 p.m.

Respectfully submitted,

Alexis M. Florczak
Secretary of the Meeting

DRAFT - For Discussion Purposes Only

Buffalo Lakeside Commerce Park Property Owners Association, Inc. Proposed 2026 Budget

	<u>2026 Budget</u>	<u>2025 Projected</u>	<u>2024 Actual</u>
Revenues:			
Assessments	\$ 80,566	\$ 79,690	\$ 78,243
Expenses:			
Landscaping/mowing	40,066	40,066	40,066
Snow removal	5,400	5,000	5,000
Utilities	600	500	616
Repairs & maintenance	8,000	8,200	7,500
Insurance	9,000	8,424	7,942
Professional fees	7,500	7,500	6,880
Management fee	10,000	10,000	10,000
Miscellaneous	500	-	239
Total	<u>80,566</u>	<u>79,690</u>	<u>78,243</u>
Net Income / (Loss)	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>