

Buffalo Urban Development Corporation

95 Perry Street
Suite 404
Buffalo, New York 14203
phone: 716-856-6525
fax: 716-856-6754
web: buffalourbandevelopment.com



BUDC Downtown Committee Wednesday, July 16, 2025 95 Perry Street, 4th Floor 12:00 Noon

Agenda

1. Approval of Minutes from January 15, 2025 *(Action)(Enclosure)*
2. Ralph Wilson Park - Gardiner & Theobald Contract Amendment *(Action)(Enclosure)*
3. Ralph Wilson Park - General Update *(Informational)*
4. Buffalo's Race For Place – General Update *(Informational)*
 - a. Downtown Project & Cost Management Selection
 - b. Waterfront Coordination Updates
 - c. Queen City Pop Up
5. Queen City Hub Revisited – Project Update *(Informational)*
6. Partner Updates *(Informational)*
7. Adjournment *(Action)*

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

**95 Perry Street, 4th Floor
Buffalo, New York 14203
January 15, 2025
12:00 p.m.**

Committee Members Present:

Catherine Amdur
Bryan J. Bollman
Daniel Castle
Darby Fishkin
Nathan Marton
Kimberley A. Minkel
Karen Utz

Committee Members Absent:

Dottie Gallagher
Crystal Morgan

Officers Present:

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

Guests Present: Katie Campos, Executive Director, Ralph Wilson Park Conservancy; 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.

Roll Call: The meeting was called to order at 12:05 p.m. by Ms. Minkel, who served as chair of the Committee. A quorum of the Committee was present. Ms. Amdur and Mr. Marton joined the meeting during the presentation of item 2.

1.0 Approval of Minutes of the December 11, 2024 Meeting – The minutes of the December 11, 2024 meeting of the Downtown Committee were presented. Ms. Fishkin made a motion to approve the December 11, 2024 meeting minutes. The motion was seconded by Ms. Utz and unanimously carried (5-0-0).

2.0 Ralph Wilson Park – General Update – Mr. Najewski provided an update regarding the Ralph Wilson Park construction project. Grading of the soccer fields is moving forward, and lights for the athletic fields have been installed. Work along the shoreline continues and remains on schedule. Planting along the South Lawn of the Park will continue in the spring. Storm networks on the Park side are nearly complete, and grading of the sled hill has commenced. Ms. Campos then provided an update regarding the Conservancy. While sharing video footage of the Park's progress, she commented on upcoming programming by the Conservancy, including Winter Fest, which will take place on February 22nd. The Winter Fest will serve as a trial run for the Conservancy's operations and partnership with other organizations, including the Olmsted Park Conservancy and Buffalo Niagara Waterkeeper.

- 3.0 Buffalo's Race for Place – COB-BUDC Memorandum of Understanding** – Ms. Merriweather reported that BUDC has been working with the City of Buffalo Office of Strategic Planning and Department of Public Works to implement public infrastructure improvements in Downtown Buffalo and the Waterfront area. BUDC has developed a draft outline for a memorandum of understanding (MOU) to outline each partner's respective roles and responsibilities and memorialize the mechanism for the flow of project funds. The infrastructure improvements will be funded by the Accelerator Fund, which is held by ECIDA and controlled by the City of Buffalo. The Committee discussed the MOU outline, funds currently available in the Accelerator Fund, and selection of a project manager through the BUDC RFP process, which is presently expected to be brought to the Committee for review at its February meeting. Ms. Gandour added that state funds from Empire State Development and federal funds from the City of Buffalo will also be used to support the infrastructure improvements.
- 4.0 Buffalo's Race for Place – General Update** – Ms. Merriweather presented an update regarding Buffalo's Race for Place. Waterfront coordination sessions and meetings regarding implementation of infrastructure improvements continue with the Office of Strategic Planning, Department of Public Works, and other partners. Holiday programming for the Queen City Pop Up Downtown Dollars program has wrapped up. BUDC is collaborating with Buffalo Place, The Exchange at Beverly Gray, and the City's Diversity Office on Black History Month programming. BUDC has received ten applications for the open project manager position. Interviews for the position will be scheduled soon.
- 5.0 Queen City Hub Revisited – General Update** – Ms. Merriweather presented an update regarding Queen City Hub Revisited. Work on this initiative continues. Now that collection and analysis of data from stakeholders has been completed, discussions have turned to an appropriate toolkit to address the identified challenges. A meeting with Leonard Skril is taking place today at Buffalo Place. Ms. Merriweather will be participating on a panel January 16th hosted by the Buffalo Niagara Partnership to discuss Queen City Hub Revisited.
- 6.0 Partner Updates** – None.
- 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 January 15, 2025 meeting of the Downtown Committee was adjourned at 12:31 p.m.

Respectfully submitted,

Kevin J. Zanner
Secretary

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Item 2

MEMORANDUM

TO: BUDC Downtown Committee

FROM: James Bernard, Project Manager

SUBJECT: Ralph C. Wilson Jr. Centennial Park - Gardiner & Theobald Contract Amendment

DATE: July 16, 2025

On March 26, 2024, the BUDC Board of Directors approved the third amendment to BUDC's agreement with Gardiner & Theobald (G&T) for project and cost management services related to the Ralph Wilson Park project (the "Agreement"). The third amendment extended the term of the Agreement from December 1, 2024 to November 30, 2025.

G&T has been actively engaged in securing additional funding for the shoreline work at Ralph Wilson Park and the cost management of these funds. The cost management of funding for the shoreline improvements is complex and has required G&T to expend considerable resources to ensure the effective management of this aspect of the Park project.

On June 18, 2025, and at the Ralph C. Wilson, Jr. Foundation's direction, G&T submitted a change order request to BUDC in the amount of \$57, 530.47 to account for the additional cost and project management services performed or to be performed by G&T between April 2024 and July 2025 relating to the shoreline. The cost of G&T's additional services relating to the shoreline will be funded through BUDC's tenth grant agreement with the Ralph C. Wilson, Jr. Foundation, which was previously approved by the BUDC Board of Directors at its February 27, 2024 meeting.

ACTION:

I am requesting that BUDC Downtown Committee recommend that the BUDC Board of Directors: (i) approve the 4th amendment to the Agreement between G&T and BUDC; and (iii) authorize the BUDC President or Executive Vice President to execute the 4th Amendment to the Agreement and take such other actions as are necessary to implement this authorization.

Hon. Christopher P. Scanlon, Chairman of the Board • Dennis Penman, Vice Chairman • Brandye Merriweather, President
Rebecca Gandour, Executive Vice President • Mollie Profic, Treasurer • Atiqa Abidi, Assistant Treasurer • Kevin J. Zanner, Secretary