

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, August 20, 2025
95 Perry Street, 4th Floor
12:00 Noon**

Agenda

1. Approval of Minutes from July 16, 2025 *(Action)(Enclosure)*
2. Ralph Wilson Park - 13th Subgrant Transfer Agreement with the City of Buffalo
(Recommendation)(Handout to Be Distributed)
3. Ralph Wilson Park - General Update *(Informational)*
4. Buffalo's Race For Place – General Update *(Informational)*
 - a. Queen City Pop Up – Outdoor Holiday Market Consultant RFP
 - b. Queen City Pop Up – Downtown Business Promotional Support
 - c. Downtown Project & Cost Management Selection
 - d. Waterfront Coordination Updates
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
July 16, 2025
12:00 p.m.**

Committee Members Present:

Catherine Amdur
Bryan J. Bollman
Daniel Castle
Darby Fishkin
Nadine Marrero (Chair)
Nathan Marton
Karen Utz

Committee Members Absent:

Dottie Gallagher
Kimberley A. Minkel
Crystal Morgan

Officers Present:

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

Guests Present: Greg Baker, Gilbane Building Company; James Bernard, BUDC Project Manager; Alexis M. Florczak, Hurwitz Fine P.C.; Brian Krygier, Director of IT, ECIDA; Angelo Rhodes II, Northland Project Manager; and Mike Schmand, Buffalo Place.

Roll Call: The meeting was called to order by Ms. Marrero at 12:07 p.m. A quorum of the Committee was present. Mr. Marton joined the meeting during the presentation of item 3.

- 1.0 Approval of Minutes of the January 15, 2025 Meeting** – The minutes of the January 15, 2025 meeting of the Downtown Committee were presented. Ms. Utz made a motion to approve the January 15, 2025 meeting minutes. The motion was seconded by Mr. Bollman and unanimously carried (6-0-0).
- 2.0 Ralph Wilson Park – Gardiner & Theobald Contract Amendment** – Mr. Bernard presented his July 16, 2025 memorandum regarding the amendment to the Gardiner & Theobald project and cost management services agreement. In response to a question from Ms. Marrero, Ms. Gandour clarified that the amendment does not extend G&T's contract but indicated that an extension through 2027 is anticipated once BUDC's capacity grant application has been approved by the Wilson Foundation. Ms. Amdur then made a motion to recommend that the BUDC Board of Directors: (i) approve the 4th amendment to the agreement between G&T and BUDC; and (ii) 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. The motion was seconded by Ms. Fishkin and unanimously carried (6-0-0).

3.0 Ralph Wilson Park – General Update – Mr. Baker provided an update regarding the Ralph Wilson Park construction project. Planting and seeding work north of the shoreline is complete. Grading work continues at the soccer and baseball fields, with seeding to commence in September. Handrails are being installed on the pedestrian bridge. The sledding hill is projected to be completed in late October-early November. Seeding work on the 4th Street side of the park has been completed. Phases 1A and 1B of construction are scheduled for completion this fall. Phases 2A and 2B of construction are with the City of Buffalo for review and approval.

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

- a. Downtown Project & Cost Management Selection: BUDC is working with the City of Buffalo to finalize and execute the Memorandum of Understanding regarding the use of the Accelerator Fund for project and cost management services to be performed by Buffalo Construction Consultants. Following execution of the MOU, BUDC and BCC are prepared to execute their agreement. Ms. Merriweather noted that she had hoped to present BCC's project prioritization scope of work to the Committee for its review this month. This item will be presented following the execution of the MOU and the BUDC-BCC agreement.
- b. Waterfront Coordination Updates: BUDC will reissue a request for proposals for short-term placemaking and wayfinding improvements near the Explore & More Children's Museum, Naval Park and Heritage Point, as BUDC did not receive any proposals that would meet the established completion date.
- c. Queen City Pop Up: Coordination of Queen City Pop Up holiday programming is ongoing with the City of Buffalo, Buffalo Place, and Ciminelli Real Estate. The holiday programming will be held as an outdoor market at Fountain Plaza. A request for proposals has been issued for consulting services relating to the outdoor market concept, with responses due August 18th.
- d. WUFO Partnership: Ms. Merriweather announced that BUDC is partnering with WUFO for a weekly radio show highlighting different businesses in the City of Buffalo. Programming will begin August 7th and will be broadcast on Thursdays at 11:00 a.m.

5.0 Queen City Hub Revisited – General Update – Ms. Merriweather presented an update regarding Queen City Hub Revisited. Work on this initiative continues. Buffalo Place and the University at Buffalo Center for Urban Excellence are assisting with preparation of the final document and creating a website that will track progress on the QCHR plan. Mr. Schmand reported that Buffalo Place secured a \$50,000 grant award from Erie County to advance QCHR programming.

6.0 Partner Updates – Mr. Schmand reported that both the summer concert series and farmer's market at Fountain Plaza have been well attended. Mr. Schmand also commented on the importance of the Cars on Main Street work moving forward this summer.

7.0 Adjournment – There being no further business to come before the Downtown Committee, upon motion made by Ms. Utz, seconded by Ms. Amdur and unanimously carried, the July 16, 2025 meeting of the Downtown Committee was adjourned at 12:23 p.m.

Respectfully submitted,

Kevin J. Zanner

Secretary