

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

**95 Perry Street, 4th Floor
Buffalo, New York 14203
May 20, 2026
12:00 p.m.**

Committee Members Present:

Thomas Baines (Chair)
Daniel Castle
Darby Fishkin
Jenna Kavanaugh
Kimberley A. Minkel
Louis Petrucci
Nolan Skipper

Committee Members Absent:

Grant Loomis
Karen Utz

Officers Present:

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

Guests Present: Zaque Evans, Erie County Deputy Commissioner, Environment and Planning; Alexis M. Florczak, Hurwitz Fine P.C.; Angela Keppel, Buffalo Place; Dan Knight, Gilbane Building Company; Brian Krygier, Director of IT, ECIDA;

Roll Call: The meeting was called to order at 12:07 p.m. by Mr. Baines. After calling the roll of the Committee, a quorum was determined to be present by Mr. Baines.

- 1.0 Approval of Minutes of the April 15, 2026 Meeting** – The minutes of the April 15, 2026 meeting of the Downtown Committee were presented. Ms. Petrucci made a motion to approve the April 15, 2026 meeting minutes. The motion was seconded by Ms. Minkel and unanimously carried (7-0-0).
- 2.0 Ralph Wilson Park – Gardiner & Theobald Contract Amendment #6** – Ms. Gandour presented her May 20, 2026 memorandum regarding the sixth contract amendment to BUDC’s agreement with Gardiner & Theobald. Mr. Skipper made a motion to recommend that the BUDC Board of Directors: (i) approve the 6th amendment to the Agreement between G&T and BUDC in an amount not to exceed \$64,500; and (ii) authorize the BUDC President or Executive Vice President to execute the 6th amendment to the Agreement and take such other actions as are necessary to implement the authorization. The motion was seconded by Ms. Fishkin and unanimously carried (7-0-0).
- 3.0 Ralph Wilson Park – Michael Van Valkenburg Associates Contract Amendment #16** – Ms. Gandour presented her May 20, 2026 memorandum regarding the sixteenth contract amendment to BUDC’s agreement with Michael Van Valkenburg Associates. Following this presentation, Mr. Castle

made a motion to recommend that the BUDC Board of Directors: (i) approve the 16th amendment to the contract between MVVA and BUDC in an amount not to exceed \$945,895; and (ii) authorize the BUDC President or Executive Vice President to execute the 16th amendment to the contract and take such other actions as are necessary or appropriate to implement this authorization. The motion was seconded by Ms. Minkel and unanimously carried (7-0-0).

4.0 Buffalo’s Race for Place – Downtown Buffalo & Waterfront Infrastructure Improvements Amendment #2 to BUDC-BCC Agreement – Ms. Merriweather presented her May 20, 2026 memorandum regarding the second contract amendment to BUDC’s agreement with Buffalo Construction Consultants. Mr. Petrucci made a motion to recommend that the BUDC Board of Directors:

(i) approve the second amendment to the BUDC-BCC Agreement in an amount not to exceed \$291,45 for the completion of investigative design services for the Erie Street-Shelton Square Greenway project; and (ii) authorize the President or Executive Vice President to execute the second amendment to the BUDC-BCC Agreement and take such other actions as may be necessary or appropriate to implement this authorization. The motion was seconded by Ms. Kavanaugh and unanimously carried (7-0-0).

5.0 Buffalo’s Race for Place – Downtown Temporary Intersection Project – MIG Contract Amendment – Ms. Merriweather presented her May 20, 2026 memorandum regarding the contract amendment to the BUDC-MIG agreement for temporary intersection redesign and installation. Ms. Fishkin made a motion to recommend that the BUDC Board of Directors: (i) approve a contract amendment with MIG, Inc. in an amount not to exceed \$15,000; and (ii) authorize the BUDC President to Executive Vice President to execute the contract amendment and take such other actions as are necessary to implement this authorization. The motion was seconded by Ms. Kavanaugh and unanimously carried (7-0-0).

6.0 Ralph Wilson Park – General Update – Mr. Knight provided an update regarding the Ralph Wilson Park construction project. With respect to Phases 1A and 1B, substantial completion has been achieved for portions of the South Lawn and soccer fields. With respect to Phase 2B, work on the play garden continues, with drainage work having been completing and grading and footers in progress.

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

- a. Downtown Project & Cost Management Update: Ms. Merriweather reported that BCC has begun its project prioritization work under the first amendment to its agreement with BUDC. Bi-weekly meetings are taking place with BUDC, BCC, the Office of Strategic Planning and Department of Public Works to review and advance projects and identify additional funding opportunities. A dashboard will be created for these projects, which will display information relating to project progress.
- b. Downtown Temporary Intersection Project Update: Work continues to advance with project partners relating to permitting and procurement. Project installation dates for the three sites were reviewed and are set to take place throughout June 2026.
- c. Queen City Pop-Up: BUDC is coordinating with stakeholders and small businesses within the central business district for holiday programming at the end of the year. Ms. Merriweather reported that she was a panelist at the Sustainable Pittsburgh webinar, which focused on sustainability in infrastructure. Ms. Merriweather will also be the key note speaker for Role Call in June.

8.0 Queen City Hub Revisited – Project Update – Ms. Merriweather presented an update regarding Queen City Hub Revisited. Work on this initiative continues. A dashboard is being developed to track analytics regarding vacant buildings and progress on the initiative. Mr. Baines added that the administration has been reviewing the initiative and alignment with priorities of the administration.

- 9.0 Partner Updates** – Ms. Keppel reported that Peter Burakowski has started in the Executive Director position. Buffalo Place continues to coordinate with the City to advance construction for Cars Sharing Main Street. Thursdays & Main and the Downtown Country Market are set to begin June 4th.
- 10.0 Adjournment** – There being no further business to come before the Downtown Committee, upon motion made by Mr. Petrucci, seconded by Mr. Castle and unanimously carried (7-0-0), the May 20, 2026 meeting of the Downtown Committee was adjourned at 12:44 p.m.

Respectfully submitted,



Alexis M. Florczak
Secretary of the Meeting