

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

**Via Video Conference Call & Live Stream Audio**

**June 22, 2020  
12:00 p.m.**

**Call to Order:**

**Committee Members Present:**

Dennis W. Elsenbeck  
Thomas Halligan  
Thomas A. Kucharski (Committee Chair)  
Amanda Mays  
Dennis M. Penman

**Committee Members Absent:**

Hon. Byron W. Brown  
Brendan R. Mehaffy

**Officers Present:**

Peter M. Cammarata, President  
Brandye Merriweather, Vice President  
Mollie M. Profic, Treasurer  
Kevin J. Zanner, Secretary  
Atiqa Abidi, Assistant Treasurer

**Others Present:** Dawn Boudreau, ECIDA Compliance Officer; Rebecca Gandour, BUDC; Arthur Hall, BUDC; and David A. Stebbins, Bisonwing Planning and Development, LLC.

**Roll Call:** Mr. Kucharski called the meeting to order at 12:03. A quorum of the Committee was present.

The meeting was held via video/telephone conference in accordance with the provisions of Executive Order 202.1, issued by Governor Andrew Cuomo on March 12, 2020. The meeting was also live-streamed to the general public and recorded. A transcript of the meeting will be made available at a later date.

- 1.0 Approval of Minutes of the June 12, 2019 Meeting** – The minutes of the June 12, 2019 meeting of the Governance Committee were presented. Mr. Elsenbeck made a motion to approve the minutes. The motion was seconded by Mr. Penman and unanimously carried (5-0-0).
- 2.0 PARIS Report Certification Update** – Mr. Cammarata reported that the PARIS report was certified and submitted by the March 31, 2020 deadline. Ms. Boudreau noted that the ABO had extended this deadline to June 30<sup>th</sup> due to the COVID-19 pandemic.
- 3.0 Public Authorities Law Compliance Letters Issuance** – Mr. Cammarata reported that all Public Authorities Law compliance letters were mailed in advance of the March 31, 2020 deadline.
- 4.0 Re-appointment of Board Members (2020-2023)** – Mr. Cammarata stated that there are two citizen members eligible for re-appointment this year, Dennis Elsenbeck and Darby Fishkin. Mr. Elsenbeck and Ms. Fishkin have expressed that they wish to continue serving on the Board. Mr. Halligan made a motion to recommend that the Board of Directors approve the proposed re-

appointment of Board members Elsenbeck and Fishkin. The motion was seconded by Ms. Mays and unanimously carried (5-0-0).

**5.0 Appointment of Officers (2020-2021)** – Mr. Cammarata presented the proposed slate of officers for 2020-2021 as follows:

Chair:	Hon. Byron W. Brown
Vice Chair:	Dennis M. Penman
President:	Peter M. Cammarata
Vice President-Downtown Development:	Brandye Merriweather
Vice President-Finance & Development:	Rebecca Gandour
Treasurer:	Mollie M. Profic
Secretary:	Kevin J. Zanner
Assistant Treasurer:	Atiqa Abidi

Mr. Halligan made a motion to recommend that the Board of Directors approve the proposed slate of officers. The motion was seconded by Mr. Elsenbeck and unanimously carried (5-0-0).

**6.0 Re-appointment of Committee Members (2020-2021)** – Mr. Cammarata presented the slate of proposed appointees to the Downtown, Audit & Finance, Governance, Real Estate and Loan Committees. He noted that there were no changes proposed to the current committee assignments. Mr. Penman made a motion to recommend that the Board of Directors approve the committee appointments as presented. The motion was seconded by Mr. Halligan and unanimously carried (5-0-0).

**7.0 Centennial Park Project – Great Lakes Commission Grant** – Mr. Stebbins and Ms. Merriweather reported on a new grant opportunity that BUDC is pursuing with the Great Lakes Commission (GLC). The grant is in the amount of one million dollars and will be used to pay for design costs relating to the redevelopment of Ralph C. Wilson, Jr. Centennial Park. The source of funding is the National Oceanic & Atmospheric Administration (NOAA), a federal agency. Ms. Merriweather noted that the Downtown Committee met earlier this month and is recommending that BUDC Board of Directors pursue the GLC grant funding. Mr. Zanner commented on federal grant compliance, including federal procurement regulations which differ in some respect from BUDC's current policy. Mr. Cammarata noted that the Governance Committee would be convened to review and consider any proposed changes to the BUDC procurement policy.

**8.0 PAAA Training** – Ms. Boudreau reported on upcoming Board member training opportunities in July as outlined in the materials included with the meeting agenda.

**9.0 Adjournment** – There being no further business to come before the Governance Committee, upon motion made by Mr. Penman, seconded by Mr. Elsenbeck and unanimously carried, the June 22, 2020 meeting of the Governance Committee was adjourned at 12:25 p.m.

Respectfully submitted,



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Kevin J. Zanner, Secretary