

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

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

**January 19, 2022  
12:00 p.m.**

Committee Members Present:

Daniel Castle  
Darby Fishkin  
Dottie Gallagher  
Brendan R. Mehaffy (Committee Chair)  
Kimberley Minkel

Committee Members Absent:

Trina Burruss  
Michael Finn  
Darius G. Pridgen

Officers Present:

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

Guests Present: Cristina Cordero, Gardiner & Theobald; Alexis Florczak, Hurwitz & Fine, P.C.; Kevin Gulvin, Gardiner & Theobald; Ellen Grant, Deputy Mayor, City of Buffalo; Laurie Hendrix, BUDC Administrative Coordinator; Lisa Hicks, Mayor's Office of Strategic Planning; Stephen Noone, Gardiner & Theobald; Antonio Parker, BUDC Project Manager; Michael Schmand, Buffalo Place, Inc.; and JJ Tighe, Ralph C. Wilson, Jr. Foundation.

**Roll Call:** The meeting was called to order at 12:03 p.m. A quorum of the Committee was present.

The meeting was held via Zoom in accordance with the provisions of Article 7 of the Public Officers Law, as amended effective January 14, 2022, which authorizes public bodies to conduct meetings and take such action authorized by law without permitting in public in-person access to meetings and to authorize such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.

- 1.0 Approval of Minutes of the December 15, 2021 Meeting** – The minutes of the December 15, 2021 meeting of the Downtown Committee were presented. Ms. Minkel made a motion to approve the meeting minutes. The motion was seconded by Ms. Gallagher and unanimously carried (5-0-0).
  
- 2.0 Ralph C. Wilson, Jr. Centennial Park – Project Update Presentation by Gardiner & Theobald** – Ms. Gandour introduced representatives from Gardiner & Theobald to present the Ralph C. Wilson, Jr. Foundation Centennial Park project update. Ms. Cordero provided an overview of the project's milestones to date, noting that 50% of Construction Documents were completed as of December 2021. Ms. Cordero then detailed the request for qualifications (RFQ) and request for proposals (RFP) process to be conducted by the City of Buffalo to contract with a construction manager

for the construction phase of the project. A draft RFQ has been prepared and is being reviewed by the City, with a targeted release date of February 1<sup>st</sup>. Respondents will have three weeks to submit responses. Three finalists will be selected with Common Council approval to advance to the RFP process, which is anticipated to begin in early April. Following submission of full cost estimates and phasing approaches, leveling and interviews, Common Council review and approval is anticipated to take place in June. Ms. Cordero also provided an overview of the planned construction work to take place in 2022, which includes the pedestrian bridge and bridge landing, sledding hill and 4<sup>th</sup> Street park, and inlet work.

- 3.0 Buffalo’s Race for Place – General Update** – Ms. Merriweather presented an update regarding Buffalo’s Race for Place. Interviews are being conducted for the transportation demand management RFP. Proposals are being evaluated to select a design team in connection with the flexible smart corridors initiative. Ms. Merriweather also reported that BUDC anticipates a response from General Motors and the Project for Public Spaces on a grant application submitted for funding to further the Ellicott Street Placemaking Strategy. The quarterly waterfront coordination meeting was held last week with waterfront stakeholders.
- 4.0 BBRP Loan Program – General Update** – Ms. Merriweather presented an update regarding the BBRP loan program. The Loan Committee meeting originally scheduled for late December will be rescheduled to discuss proposed modifications to the loan program. These modifications include extending the loan term and increasing the maximum loan amount.
- 5.0 Queen City Pop-Up – General Update** – Ms. Merriweather reported on the completion of exit interviews with participants in the holiday session of the Queen City Pop-Up program. Work will begin soon on planning the spring and summer sessions, which will be coordinated by Mr. Parker.
- 6.0 Partner Updates** – Mr. Schmand reported on recent Buffalo Place snow removal efforts. Buffalo Place is seeking additional funding through the Better Buffalo Fund. Rotary Rink at Fountain Plaza is open for the winter season.
- 7.0 Adjournment** – There being no further business to come before the Downtown Committee, upon motion made by Ms. Gallagher and seconded by Ms. Minkel, the January 19, 2022 meeting of the Downtown Committee was adjourned at 12:22 p.m.

Respectfully submitted,



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Kevin J. Zanner  
Secretary