

**Minutes of the Meeting
of the
Board of Directors
of
Buffalo Urban Development Corporation**

**HANSA
505 Ellicott Street
Buffalo, New York
September 28, 2021
12:00 p.m.**

Directors Present:

Trina Burruss
James Comerford
Janique S. Curry
Dennis W. Elsenbeck
Darby Fishkin
Dottie Gallagher
Thomas A. Kucharski
Brendan R. Mehaffy
Kimberley A. Minkel
David J. Nasca
Dennis M. Penman (Vice Chair)
Maria R. Whyte

Directors Absent:

Mayor Byron W. Brown (Chair)
Michael J. Finn
Thomas Halligan
Amanda Mays
Darius G. Pridgen

Officers Present:

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

Guests Present: Tuona Batchelor, Erie County Department of Environment and Planning; Jonathan D. Epstein, *The Buffalo News*; James Fink, *Buffalo Business First*; Dan Leonard, Wendel Companies; and Antonio Parker, BUDC Project Manager.

- 1.0** **Roll Call** – The Vice Chair called the meeting to order at 12:10 p.m. The Secretary called the roll and a quorum of the Board was determined to be present. Ms. Whyte joined the meeting during the presentation of agenda item 3.1. Mr. Kucharski joined the meeting during the presentation of agenda item 4.1.
- 2.0** **Approval of Minutes – Meeting of August 31, 2021** – The minutes of the August 31, 2021 meeting of the Board of Directors were presented. Ms. Gallagher made a motion to approve the meeting minutes. The motion was seconded by Mr. Elsenbeck and unanimously carried (10-0-0).
- 3.0** **Monthly Financial Reports**

3.1 683 Northland Master Tenant, LLC Financial Statements – Ms. Profic presented for information purposes the financial statements for 683 Northland Master Tenant, LLC for the period ending August 31, 2021.

3.2 BUDC Consolidated Financial Statements – Ms. Profic presented the consolidated financial statements for BUDC and its affiliates, 683 Northland LLC and 683 WTC, LLC for the period ending August 31, 2021. Mr. Nasca made a motion to accept the BUDC consolidated financial statements. The motion was seconded by Mr. Comerford and unanimously carried (11-0-0).

4.0 New Business

4.1 Buffalo’s Race for Place – Ellicott Street Placemaking Strategy – Ms. Merriweather introduced the Ellicott Street Placemaking Strategy. This planning initiative has been in development for over a year, and input from various stakeholders was utilized to help formulate the strategy. Dan Leonard of Wendel Companies then presented his remarks and a video presentation regarding the strategy. Mr. Leonard noted that the Ellicott Street plan is an incremental approach that was developed to be a catalyst for additional infill development in the corridor and to help create a livable, vibrant neighborhood. The plan also looks to create better linkages to adjoining east side neighborhoods and look to incorporate current and future technologies. Mr. Leonard highlighted key nodes within the corridor, including proposed infrastructure improvements near the public library and the creation of pedestrian-friendly amenities at several intersections within the corridor. General discussion followed the presentation. Ms. Merriweather noted, in response to a question from Mr. Elsenbeck, that BUDC is coordinating with the City of Buffalo to ensure the strategy addresses the State’s climate goals within the CLCPA. Ms. Minkel offered positive feedback in the strategy’s encouragement of public transportation and creating walkable communities. Ms. Whyte asked about next steps in implementing the strategy. Ms. Merriweather indicated that the strategy will be incorporated into the City’s strategic planning, and that public-private partnerships will be pursued.

4.2 Northland Beltline Corridor – Property Management Agreement Renewal – Ms. Gandour presented the September 28, 2021 memorandum regarding a proposed extension of the property management and leasing services agreement with the Mancuso Business Development Group. This item was reviewed and recommended for approval by the Real Estate Committee at its September 20th meeting. Ms. Gallagher made a motion to (i) approve a one-year renewal of the agreement with Mancuso Business Development Group for property management and leasing services for the Northland Beltline Corridor consistent with the provisions set forth in the September 28th memorandum, and (ii) authorize the President or Executive Vice President to execute such documents as may be necessary or appropriate to renew the agreement on behalf of BUDC and 683 Northland Master Tenant, LLC. The motion was seconded by Mr. Nasca and unanimously carried (11-0-0). Ms. Whyte was not present for this vote.

4.3 Ralph C. Wilson, Jr. Centennial Park – Gardiner & Theobald Contract Amendment – Mr. Parker presented his September 28, 2021 memorandum regarding a proposed amendment to the Gardiner & Theobald agreement. This amendment would authorize the consultant to provide additional services in connection with the Ralph C. Wilson, Jr. Centennial Park project, to be paid for with federal funds in the amount of \$13,000 made available through the Great Lakes Commission. Ms. Curry made a motion to: (i) approve an amendment to increase the Gardiner & Theobald contract by \$13,000 for additional services to be paid for with funding from the Great Lakes Commission; and (ii) authorize the President and Executive Vice President to execute the amendment with Gardiner & Theobald. The motion was seconded by Mr. Mehaffy and unanimously carried (10-0-0). Ms. Gallagher and Ms. Whyte were not present for this vote.

4.4 BUDC Insurance Brokerage Services RFQ – Ms. Profic presented her September 28, 2021 memorandum regarding proposed contract awards for property and casualty insurance brokerage services and health and benefits brokerage services. Ms. Profic reviewed the RFQ process utilized by BUDC, which was undertaken as a joint solicitation with ECIDA. Mr. Comerford made a motion to (i) approve Lawley as BUDC’s Property & Casualty broker of record, (ii) approve Bene-Care, Inc. as BUDC’s Health & Benefits broker of record, and (iii) authorize the President and Executive Vice President to take such actions as are necessary to implement this authorization. The motion was seconded by Mr. Kucharski and carried (11-0-1). Mr. Nasca abstained from the vote.

4.5 Ralph C. Wilson, Jr. Centennial Park – Project Update – Mr. Parker presented a general update regarding the Centennial Park project. Meetings were held on September 8th and 9th to review project design updates with regulatory partners.

4.6 Buffalo Lakeside Commerce Park – Project Update – Ms. Gandour noted that park maintenance is transitioning from landscaping to snow removal. The following updates were presented:

Zephyr Investors Update: BUDC and Zephyr executed the 7th Amendment to the Land Sale Agreement.

255 Ship Canal Parkway: Uniland has completed site design. Contractors are anticipated to be on site within three to four weeks.

193 Ship Canal Parkway: GW Burnett continues to be interested in the parcel.

4.7 Northland Beltline Corridor Update – Ms. Gandour presented the Northland Beltline Corridor Project update as follows:

Funding Update: BUDC participated in an application submission to New York State’s Build Back Better Fund, which included funding requests for the Northland solar microgrid project and redevelopment projects at 537/541 E. Delavan and 631 Northland.

Northland Central –NWTC/ESD/BUDC Memorandum of Understanding: The company that completed the original inventory has been re-engaged to update the equipment inventory list and anticipates being onsite in October.

683 Northland: GURF #1 for the Microgrid Capital Grant has been approved with a reimbursement request amount of \$50,261.88 which has been used to pay Frey Electric. BUDC staff also submitted GURF #20 for the Equipment Capital Grant to Empire State Development for \$47,272.85.

714 Northland: The Real Estate Committee approved an extension of the lease agreement with Well Worth Products at its September 20, 2021 meeting.

Community Outreach: The Northland Beltline Taxpayers Association is hosting its Fall Festival on October 23rd.

Business Network Services: Business Network Services will hold its next Business Network Series on October 28, 2021, which will focus on contractors.

4.8 Race for Place Project Update – Ms. Merriweather presented an update on BBRP and the Race for Place project. BUDC staff is working on revamping the Queen City Pop-Up for the holiday

season. The BUDC Loan Committee will meet on September 29, 2021 to discuss potential modifications to the BBRP Loan Program.

4.9 308 Crowley Project Update – Ms. Merriweather reported that Phase 1 demolition work continues to move forward according to schedule. The City and BUDC are pursuing funding for Phase 2 of the demolition work. Enterprise Box Company is looking to potentially acquire an additional portion of the 308 Crowley master parcel.

5.0 Late Files – None.

6.0 Tabled Items – None.

7.0 Executive Session – None.

8.0 Adjournment – There being no further business to come before the Board, the September 28, 2021 Board of Directors meeting was adjourned at 1:10 p.m.

Respectfully submitted,



Kevin J. Zanner, Secretary