



BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
June 27, 2024 – 2:00 PM
Brisbane Building Conference Room 521
403 Main St. Suite 602
Buffalo, New York 14203

Call to Order by Board Chair, Brendan Mehaffy

ATTENDANCE:

Board Members *Present*: Brendan Mehaffy, Scott Bylewski, Daniel Castle, Delano Dowell, Cavette Chambers, Jeremy Toth, Adam McNeill, Catherine Amdur, Oluwole McFoy, Karen Utz

Board Members *Excused*:

Board Members *Absent*:

BENLIC Counsel *Present*: John Sidd

BENLIC Staff: Jocelyn Gordon, Alexis Duwe, Benjamin Brown, Matthew Azzano

HAND OUTS:

Agenda; Minutes of May 2024 Board Meeting; May 2024 Treasurer's Report; **Resolution #2024-16** Approval of Neighborhood Infill Architectural and Engineering Services – ARPA Infill Initiative

NEW BUSINESS:

1. Roll Call

2. Approval of May 2024 Minutes:

The minutes of the May 23rd, 2024, Board of Directors Meeting were presented and reviewed.

A motion to approve the May 2024 minutes was made by Adam McNeill, seconded by Jeremy Toth, and unanimously carried as approved.

3. Treasurer's Report:

Executive Director Jocelyn Gordon presented the May 2024 Treasurer's Reports. As of May 31st, 2023, the Corporation's total balance was \$3,225,414.51

A motion to approve the April Treasurer's reports was made by Delano Dowell, seconded by Oluwole McFoy, and unanimously carried as approved.

4. Resolution #2024-16 Approval of Neighborhood Infill Architectural and Engineering Services – ARPA Infill Initiative

BENLIC is seeking a professional and qualified architectural services firm to provide Architectural and Engineering Services for the construction of multiple residential properties throughout the City of Buffalo. These construction documents are a critical need for residential infill development. This engagement is part of BENLICs ARPA Infill Initiative. The Request for Proposals was released on June 7th, 2024, with a submission deadline of June 21st, 2024.

Four proposals were received with two of these considered to be complete. These proposals were presented to the Board along with their proposed hours and rates, divided for each phase of the project. The Board of Directors requested more time to examine the proposals as well as a rubric that will clarify the differences. A motion to table this item was made by Oluwole McFoy, seconded by Daniel Castle, and unanimously carried as approved.

5. Accept Construction Financing Terms – Adams Street Infill Initiative

As part of the Adams Street Infill Initiative, BENLIC is receiving a \$2.185 million, 5.5% interest rate construction loan from Evans Bank. The loan amount eliminates the need for additional BENLIC equity. Therefore, BENLIC staff requested that the Board of Directors approve the construction loan from Evans Bank.

A motion to approve the action item was made by Catherine Amdur, seconded by Jeremy Toth, and unanimously carried as approved.

6. Executive Director's Report

Jocelyn Gordon informed the Board of the status of recent BENLIC activities.

Program Manager Alexis Duwe is currently reviewing BENLIC insurance coverages. It may be in the corporation's best interest to increase its crime insurance coverage and add cyber security coverage.

The Adams Street Infill Initiative is still on schedule for a late July groundbreaking.

The Land Bank Initiative Phase II demolition and rehabilitation projects are currently exceeding the M/WBE quotas as required by NYS HCR.

BENLIC is also currently exploring whether its ARPA Infill Initiative would be subject to prevailing wage requirements.

A motion to adjourn the meeting was made by Jeremy Toth, seconded by Adam McNeill, and unanimously carried as approved.

NEXT MEETING: Board of Directors Thursday, July 18th, 2024, 2:00 p.m.

Location: Brisbane Building Conference Room 521, 403 Main St. Suite 602, Buffalo, New York 14203

Recorded by: Matthew Azzano, BENLIC Staff

Submitted for Approval: Jocelyn Gordon, Executive Director

Adopted by BENLIC Board Members on July 18th, 2024