



BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
September 19, 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, Daniel Castle, Delano Dowell,
Catherine Amdur, Karen Utz, Oluwole McFoy

Board Members *Excused*: Adam McNeill, Cavette Chambers, Scott
Bylewski, Jeremy Toth

BENLIC Counsel *Present*: John Sidd

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

HAND OUTS:

Agenda; Minutes of July 2024 Board Meeting; July 2024 Treasurer's Report; August 2024 Treasurer's Report; Construction Specialist Job Description

NEW BUSINESS:

1. Roll Call

2. Approval of July 2024 Minutes:

The minutes of the July 18th, 2024, Board of Directors Meeting were presented and reviewed.

A motion to approve the July 18th, 2024, was made by Delano Dowell, seconded by Daniel Castle, and unanimously carried as approved.

3. Treasurer's Report:

BENLIC provided the July and August 2024 Treasurer's Reports in advance of the meeting. Executive Director Jocelyn Gordon presented the Treasurer's Reports to the Board. No corrections were offered.

A motion to approve the June Treasurer's report was made by Catherine Amdur, seconded by Jeremy Toth, and unanimously carried as approved.

4. Proposed Salary and Hour Increase for BENLIC Building Inspector – Personnel Report

John Good has been employed part-time as the BENLIC property inspector since 2017. With the growth of BENLIC activities including the ARPA and Adams Street Infill Initiatives, increased supervision of building sites will be needed. The BENLIC proposal is to expand John's current duties into the new position of Construction Specialist. In addition to the existing responsibilities of the former position, the Construction Specialist position will also be responsible for developing, implementing, and monitoring comprehensive project schedules; tracking project budgets and contractor payments; and coordinating between municipalities, architects, engineers, subcontractors, and other stakeholders.

5. Note and mortgage discharge – 2045 Kimble Avenue

BENLIC acquired the vacant single-family home located at 2045 Kimble Avenue, North Collins via the 2019 Erie County In-Rem Auction. BENLIC invested funds towards cleaning and securing the property. In June 2021, the property was purchased by Russel Clark as R Spark Construction LLC for \$42,000 as part of BENLIC's Vacant-to-Value program. The property was subject to a \$50,000 lien to enforce the proper and timely renovation of the property.

Russel Clark sent in photos of the finished work, which was shared with BENLIC staff and Board of Directors. All required work listed in the Note and Mortgage documents had been completed in a proper and satisfactory manner. Therefore, BENLIC staff recommended the Board of Directors to approve the discharge of the lien on 2045 Kimble Avenue.

A motion to approve the discharge of the note and mortgage lien on 95 Grote was made by Catherine Amdur, seconded by Oluwole McFoy, and unanimously carried as approve

6. Executive Director's Report

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

The four housing typologies were shared with the Board of Directors. Each house type has been named in honor of important Buffalonians throughout history—The Sullivan House, The Mary Talbert, The Red Jacket, The Albright. Schematic design documents have been submitted to the City of Buffalo Building Department for a test-review. HHL Architects is working on the construction document now.

Jocelyn also shared the preliminary budget, calculated by Buffalo Construction Consultants, with the Board of Directors.

Variances for the ARPA houses to be built in Cheektowaga have been approved. After obtaining planning board approval, the projects will be put out to bid. The bid packages will be prepared in a way that allows a contractor to bid on any of the houses—whether they wish to bid on one or all five. Construction is expected to begin in early 2025.

M&T Bank has approached BENLIC inquiring how they can help fund the ARPA Infill Initiative.

A motion to adjourn the meeting was made by Oluwole McFoy, seconded by Daniel Castle, and unanimously carried as approved.

NEXT MEETING: Board of Directors Thursday, October 17th, 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 October 17, 2024.