CITY OF BUFFALO URBAN RENEWAL AGENCY
GOVERNANCE COMMITTEE MEETING MINUTES
July 23, 2014 Meeting

1.0 Roll Call

Members Present
Brendan R. Mehaffy, Vice Chairman
Commissioner Donna Estrich
Council Member Joseph Golombek, Jr.

Staff Present
Scott C. Billman
Risë Geller
Thomas Baines

2.0 Reading of the Minutes

Mr. Mehaffy called the meeting to order at 10:20 am. Commissioner Estrich made the motion to waive the reading of the minutes from April 8, 2014 and that they are accepted; seconded by Council Member Golombek and carried unanimously.

3.0 Public Authorities Accountability Act (PAAA) Items

Mr. Billman presented Agenda items 2-7 for re-adoption.

1. Governance Committee Self-Evaluation (distributed to Committee Members);
2. Mission Statement and Performance Measures;
3. Governance Committee Charter ;
4. Code of Ethics;
5. Property Disposition Guidelines (or equivalent title);
6. Whistleblower Policy; and
7. Travel, Conferences, Meals & Entertainment Policy.

Councilmember Golombek made the motion to recommend re-adoption of Items 2-7 with Item No. 5 amended to include that "the Contracting Officer shall be the BURA Manager of Commercial Real Estate, <u>or the current BURA equivalent title</u> or, if the position in BURA is vacant, an employee of BURA appointed by Members of the Board" (amended language underlined), seconded by Commissioner Estrich, and unanimously carried.

4.0 By-Law Amendment Proposal

The committee discussed a request by General Counsel to consider amending the Agency By-Laws to require monthly meetings as opposed to bi-weekly meetings.

Mr. Mehaffy made a motion to table this item, seconded by Commissioner Estrich, and unanimously carried.

5.0 Adjournment

Upon motion by Mr. Mehaffy, seconded by Commissioner Estrich the meeting was adjourned at 10:35am.

Respectfully submitted,

By: Risë Geller

Approved by: Scott C. Billman, Esq., General Counsel