

**MINUTES OF A MEETING OF THE  
POLICY COMMITTEE OF THE  
ERIE COUNTY INDUSTRIAL DEVELOPMENT AGENCY**

**DATE AND PLACE:** May 2, 2024 at the Erie County Industrial Development Agency, 95 Perry Street, 4th Floor Conference Room, Buffalo, New York 14203

**PRESENT:** Denise Abbott, Rev. Mark Blue, Zachary Evans, Richard Lipsitz, Dr. Susan McCartney, Brenda W. McDuffie, Hon. Glenn Nellis, Laura Smith and David J. State

**EXCUSED:** Hon. April Baskin, A.J. Baynes, Hon. Byron W. Brown, Lavon Stephens and Paul Vukelic

**OTHERS PRESENT:** John Cappellino, President & CEO; Mollie Profic, Chief Financial Officer; Soma Hawramee, Compliance Portfolio Manager, Brian Krygier, Director of Information Technology; Carrie Hocieniec, Operations Assistant/ Assistant Secretary and Robert G. Murray, Esq., as General Counsel/Harris Beach PLLC

**GUESTS:** Yessica Vasquez on behalf of the City of Buffalo

There being a quorum present at 9:00 a.m., the Meeting of the Policy Committee was called to order by the Chair, Mr. Lipsitz.

**MINUTES**

The minutes of the April 4, 2024 Policy Committee meeting were presented. Upon motion made by Ms. McDuffie to approve of the minutes, and seconded by Mr. Blue, the Policy Committee meeting minutes were unanimously approved.

**PROJECT PRESENTATION**

Mr. Cappellino provided a status report of 2024 project activity to the Committee. Mr. Lipsitz directed that the report be received and filed.

**ADAPTIVE REUSE DISCUSSION**

Mr. Cappellino reviewed the ECIDA’s adaptive reuse policy and its unwritten requirement conditioning approval of projects that have a market rate housing component upon the project applicant confirmation to commit to a certain level of affordability. He discussed past Policy Committee meetings and discussions related to this issue and confirmed the Committee’s desire to “modify” its affordable housing component requirements for such projects.

Mr. Cappellino confirmed the purpose of the adaptive reuse policy is still focused on reuse of a building, but as presented in the draft affordable housing addendum, certain affordable/workforce housing rental rates will be required for residential market-rate housing adaptive reuse projects.

General discussion ensued.

Ms. Smith stressed that the Agency should require, in addition to the requirement of an affordable/workforce housing rental rate for the specified number of units, that the policy also mandate that the unit be rented to a person/family whose income falls within the same affordable/workforce housing income limit, and that Agency establish a procedure to confirm and monitor the tenant's income as a condition of providing Agency financial assistance.

The committee expressed a desire that staff develop language requiring certification of income levels of occupants, as an additional policy requirement, and that the dialogue continue at the next Policy Committee meeting.

There being no further business to discuss, the meeting was adjourned at 10:13 a.m.

Dated: May 2, 2024

  
Elizabeth A. O'Keefe, Secretary