

**CITY OF BUFFALO URBAN RENEWAL AGENCY  
GOVERNANCE COMMITTEE MEETING MINUTES**

**901 City Hall  
July 10, 2018**

**1.0 Roll Call**

**Members Present**

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

**Staff Present**

Scott C. Billman  
Risë Geller  
Eliza Frank

**2.0 Reading of the Minutes**

Mr. Mehaffy called the meeting to order at 10:05 am. Commissioner Estrich made the motion to waive the reading of the minutes from March 13, 2018 and that they are accepted; seconded by Council Member Golombek and carried unanimously.

**3.0 New Business**

**3a. Re-Adoption/Adoption Of Policies For BURA**

Mr. Billman presented Agenda items 1-10 for re-adoption and Item 11 for adoption.

- |   |                     |
|---|---------------------|
| 1. Mission Statement/ Performance Measures Re-Adopt               | (Action) Attachment |
| 2. Governance Committee Charter Re-Adopt                          | (Action) Attachment |
| 3. Audit Committee Charter Re-Adopt                               | (Action) Attachment |
| 4. Code of Ethics and Conflict of Interest Policy Re-Adopt        | (Action) Attachment |
| 5. Property Disposition Guidelines Re-Adopt                       | (Action) Attachment |
| 6. Whistleblower Policy Re-Adopt                                  | (Action) Attachment |
| 7. Travel, Conferences & Entertainment Policy Re-Adopt            | (Action) Attachment |
| 8. Cell Phone Policy Re-Adopt                                     | (Action) Attachment |
| 9. Policy for Exempt Employees Rights to Fringe Benefits Re-Adopt | (Action) Attachment |
| 10. Accounting Policies and Fixed Asset Policy Re-Adopt           | (Action) Attachment |
| 11. Procurement Policy Adopt                                      | (Action) Attachment |

**Motion made by Council Member Joseph Golombek to recommend Items 1-10 for re-adoption and Item 11 for adoption to the BURA Board, seconded by Commissioner Estrich and carried unanimously.**


**4.0 Adjournment**

Upon motion by Council Member Golombek, seconded by Commissioner Estrich the meeting was adjourned at 10:10 am.

Respectfully submitted:

By:   
Risë Geller

Approved by:

By:   
Scott C. Billman, Esq., General Counsel