

BUFFALO FISCAL STABILITY AUTHORITY
Meeting Minutes
July 29, 2019

The following are the minutes from the meeting of the Buffalo Fiscal Stability Authority (the “BFSA” or the “Authority”) held on Monday, July 29, 2019, in the first-floor conference room of the Buffalo Market Arcade Complex. The meeting was called to order at 1:03 PM.

Board Members Present

Chair R. Nils Olsen (via video)
Interim Vice-Chair Jeanette T. Jurasek
Secretary George K. Arthur
Director Frederick G. Floss
Honorable Byron W. Brown, City of Buffalo Mayor (proxy Estrich)
Honorable Mark C. Poloncarz, Erie County Executive (proxy Cornell)

Board Member(s) Excused

Director Dottie Gallagher

Staff Present

Executive Director Jeanette M. Robe
Principal Analyst/Media Contact Bryce E. Link
Senior Analyst II/Manager of Technology Nathan D. Miller
Administrative Assistant Nikita M. Fortune

Additionally Present

Mr. Richard A. Grimm, III, Esq., Magavern Magavern & Grimm LLP
Mr. Geoffrey Pritchard, Chief Financial Officer, Buffalo City School District
Mr. Nathaniel Kuzma, General Counsel, Buffalo City School District

Opening Remarks

Interim Vice-Chair Jurasek welcomed everyone to the July Board meeting, thanked all who were in attendance, and reviewed the logistics and agenda of the meeting including a review of a proposed labor agreement between the Buffalo City School District (“BCSD” or “District”) and the Professional, Clerical, and Technical Employees Association (“PCTEA”), which represents the District’s white-collar employees. An executive session has been scheduled to discuss the status of collective bargaining with District officials.

Interim Vice-Chair Jurasek stated that a member of the BFSA’s staff would give a presentation on how the City of Buffalo’s (“City”) revenue was impacted by the country’s last economic recession.

Interim Vice-Chair Jurasek advised the Directors that the Governance Committee met earlier and recommended that the full Board approve various BFSA policies, procedures and annual reports. BFSA staff will provide a brief organizational overview.

Interim Vice-Chair Jurasek stated that the annual Board of Directors self-evaluation form has been approved by the Governance Committee and provided to each Director. This evaluation should be completed and submitted confidentially to staff. The results will be compiled and reviewed at the next Governance meeting scheduled for September 23, 2019.

The annual Code of Ethics compliance certification was provided the Directors for signature and submission to BFSA staff.

Roll Call of the Directors

Secretary Arthur called the roll; with a quorum being present, the meeting commenced.

City of Buffalo Commissioner of Finance, Administration, Policy, and Urban Affairs, Ms. Donna Estrich, represented Mayor Byron W. Brown in accordance with Subdivision 1 of §3853 of the BFSA Act.

Erie County Budget Analyst, Mr. Mark Cornell, represented County Executive Mark C. Poloncarz, in accordance with the Laws of New York, 2003, Chapter 122 (the “BFSA Act”) §3853, subdivision 1.

The BFSA Act, §3853, subdivision 1 states: “...The Mayor and the County Executive shall serve as ex officio members. Every director, who is otherwise an elected official of the City or County, shall be entitled to designate a single representative to attend, in his or her place, meetings of the authority and to vote or otherwise act in his or her behalf. Such designees shall be residents of the City of Buffalo. Written notice of such designation shall be furnished prior to any participation by the single designee....”

Approval of the Minutes

Interim Vice-Chair Jurasek introduced Resolution No. 19-08: “Approving Minutes and Resolutions from June 17, 2019.”

Director Floss made a motion to approve.

Secretary Arthur seconded the motion.

The Board voted 6-0 to approve Resolution No. 19-08.

Buffalo City School District

The status of labor negotiations between the District and its unions

Interim Vice-Chair Jurasek advanced the agenda to review the labor negotiations between the District and its unions. She requested a motion to enter into an executive session for the sole purpose of discussing collective bargaining negotiations.

Secretary Arthur made a motion to enter an executive session.

Director Floss seconded the motion.

The Board voted 6-0 to approve the motion.

BUFFALO FISCAL STABILITY AUTHORITY
Executive Session Meeting Minutes
July 29, 2019

The following are the minutes from the Buffalo Fiscal Stability Authority's executive session held on Monday, July 29, 2019 in the first-floor conference room of the Buffalo Market Arcade Complex. The meeting was called to order at 1:09 PM.

Board Members Present: Arthur, Brown (proxy Estrich), Floss, Jurasek, Olsen, Poloncarz (proxy Cornell)

Board Members Excused: Gallagher

Staff Present: Robe, Miller

Additionally Present: Richard A. Grimm, III, Esq., Magavern Magavern and Grimm, LLP
Mr. Geoffrey Pritchard, Chief Financial Officer, Buffalo City School District
Mr. Nathaniel Kuzma, Legal Counsel, Buffalo City School District

Pursuant to New York State Public Officers Law, Article 7, §105(f), the Board entered Executive Session for the sole purpose of discussing collective negotiations between the District and its collective bargaining units pursuant to article fourteen of the civil service law.

Secretary Arthur called Executive Session to order.

The Board discussed collective bargaining negotiation issues with the District attendees.

Adjournment – Executive Session

Interim Vice-Chair Jurasek called for a motion to adjourn the Executive Session and to reenter the public portion of the Board Meeting.

Secretary Arthur offered a motion to adjourn from Executive Session and reenter the public portion of the Board Meeting.

Director Floss seconded the motion.

The Board exited Executive Session at 2:02 PM.

Proposed Labor Agreement between the BCSD and the Professional, Clerical, and Technical Employees Association (“PCTEA”)

Interim Vice-Chair Jurasek reconvened the meeting after executive session to review the proposed labor agreement between the BCSD and PCTEA. Executive Director Jeanette Robe and BFSA Senior Analyst II/Manager of Technology Nathan Miller provided a summary of the staff’s analysis.

Mr. Miller gave the following overview:

- PCTEA is the third largest collective bargaining unit within the District as compared to total employees
- The labor agreement expired June 30, 2013
- The proposed collective bargaining agreement (“CBA”) would be effective July 1, 2013 through June 30, 2022
- The proposed labor agreement would cover approximately 339 filled white-collar positions funded through the General Fund and 9% of the District-wide workforce
- The proposed labor agreement was agreed upon on June 21, 2019

The expired CBA included substantial changes as follows:

Health Insurance

- It ended 100% District-funded health insurance
 - 1.25% of salary for current employees
 - 20% of premium for future employees
- It ended District-funded cosmetic surgery for current and future employees
- It implemented mandatory enrollment in Medicare Parts A and B upon eligibility with 100% payment for Part B by the retiree
- The District provided a less costly Forever Blue Medicare Plan at 100% cost to the District
- It increased the flat-amount contributions for health insurance from current employees at retirement; 25% of premium payment by future employees at retirement

Leave time

- Vacation leave was reduced from 25 days to 20 days for future employees
- Annual sick days received were reduced to 13 days for non-school clerical personnel
- Personal leave was reduced from 5 days to 4 for future employee
- “Summer hours” (paid ½ hour early leave from July 1 to Labor Day) were eliminated for all employees

The proposed labor agreement key provisions include:

Salary Increases

- No retroactive increases for July 1, 2013 through June 30, 2019
- July 1, 2019, 2% increase
- At CBA ratification, a 2.5% increase
- At July 1, 2020, a 2.75% increase
- At July 1, 2021, a 3.0% increase

Proposed Signing Bonus

- 1-5 years of service \$750
- 6-10 years of service \$1,250
- 11-15 years of service \$1,750
- 16-20 years of service \$2,000
- 20+ years of service \$2,500

Proposed Longevity Payments - increase by \$250 to:

- 5 years \$650
- 10 years \$975
- 15 years \$1,300
- 20 years \$1,625
- 25 years \$1,950
- 30 years \$2,100

Director Floss asked what the effective marginal rate of increase was with salaries including the period wherein the labor agreement had expired. He noted that lengthy periods without salary increases create a condition known as salary compression, a situation that occurs when there is only a small difference in pay between employees regardless of their skills or experience. Mr. Miller noted that the effective marginal rate of increase over the three years of the proposed labor agreement was approximately 3.5%, similar to the effective marginal rate BFSA had included in its previous hypothetical contract settlement scenarios. The effective marginal rate including the years the labor agreement was expired was approximately 1%. Mr. Miller additionally noted the labor agreement with PCTEA includes four salary steps per grade and approximately 75% of the employees are at step four of their respective grades.

Director Floss asked how many people retired between July 1, 2013 and June 30, 2019 and those with over 20 years of service and asked about the inequity of the contract, and if the cost of the contract was shouldered by those that had retired. Ms. Robe stated the proposed signing bonuses and longevity payments as an attempt to rectify the imbalance for those that remain as active employees, but as noted by Mr. Miller no payment will be provided to those who left the District prior to July 1. Mr. Miller noted that he would reach out to the District for the requested data.

Health insurance

The proposed CBA does not significantly alter any healthcare terms for current employees, future employees hired prior to July 1, 2020, or retired employees. Current employees hired prior to July 1, 2020 who retire after July 1, 2021 are required to pay \$200 annually towards the Forever Blue Medicare Plan (\$2,000 compounding annual savings per retiree projected to begin in FY 2020-21).

Director Floss asked if family coverage was cheaper than single coverage. Ms. Robe stated the only single plans are offered for Forever Blue coverage with two plans purchased if a spouse is eligible; the premium is a flat \$200 contribution for both family and single coverage.

Employees hired on or after July 1, 2020 will not be eligible for District-paid health insurance at retirement and therefore will not be included in the Other Post-Employment Benefit (“OPEB”) accrual. These employees will have the option of purchasing the District health insurance plan by utilizing the cash equivalent amount from the sell-back of accumulated sick-days at retirement (1:2 sell-back ratio). Such employees continue to have the option to sell-back accumulated sick leave for a cash payment (1:3 sell-back ratio).

Interim Vice Chair Jurasek directed a question to District CFO Geoff Pritchard and asked how many other contracts reflect the provision that future employees will not receive health insurance. Mr. Pritchard responded the PCTEA CBA is the first with this provision.

Additional notable provisions include:

- Sick Leave –The number of sick days an employee may accumulate has been increased to 235 days
- Vacation Leave – PCTEA agrees to withdraw a grievance pertaining to vacation carryover while out-of-work on workers’ compensation
- Settlement of Disputes – Arbiters will be selected utilizing the Public Employment Relations Board (“PERB”) strike-off process
- Professional Development – The District shall make efforts to provide professional development training
- Perfect Attendance Incentive – Incentive shortened from ½ year to ¼ year increments. Payments reduced commensurate to time period change
- Position Upgrades –The District agrees to the following position salary upgrades and 2019-20 increased compensation:
 - Typist Grade 5 to Grade 6; \$685 to \$879
 - Typist (language component) Grade 5A to Grade 6A; \$876 to \$1,142
 - Administrative Assistant Grade 11A to Grade 13; \$2,410 to \$3,926
 - Security Officers Grade 9A to Grade 10A; \$883 to \$1,843

The professional upgrades are contingent on PCTEA consenting to the District’s subcontracting the Director of Health Related Services position until the position is permanently filled by a member of PCTEA. The District will pay PCTEA an amount equivalent of the employee’s membership dues while the position is filled by a subcontractor.

- Holidays –Dr. Martin Luther King, Jr. Day is designated as a standard holiday (Board of Education-designated holidays reduced from four to three).
- Summer Clerk– The terms of a Summer Clerk MOA will be incorporated into the CBA
- Joint Committee – A committee comprised of three PCTEA members appointed by the union and three non-PCTEA members appointed by the Superintendent shall meet within 60 days of the CBA’s ratification to discuss the utilization of retired employees who held permanent school clerk titles or permanent typist titles in a school building to fill the absences of regular school clerks and school typists. Recommendations shall be made to the PCTEA union President and the Superintendent of Schools within 30 days after the first meeting of the committee.
- Educational Incentive (PT/OT only) – The District shall allow up to 12 hours per year to be charged to Board of Education business with no charge to accruals for physical and occupational therapists to attend continuing education classes during the workday.

- Notification of Separation – PCTEA members shall provide at least 30 days of advanced notice of separation including: resignation and retirement.
- Personal Leave – Days may be utilized in ¼ day increments rather than ½ day increments.

Contractual terms unaffected by ratification of the CBA:

- Vacation/Sick/Bereavement and Personal Leave – The amount of vacation, sick, bereavement and personal leave time received by employees is unchanged
- Supplemental Benefits – The District contributes \$575 per employee annually

The net cost of the CBA for FY 2019-20 will be \$2.0M. The total cost over the 2020-2023 financial plan is an estimated \$9.5M.

The District opted not to modify the financial plan as sufficient funding sources were identified to absorb the costs of the proposed CBA as follows:

- FYE 2018-19 projected budgetary surplus of \$14.0M as of 3/31/19
- Approximately \$1.6M for bargaining for PCTEA was included in the Financial Plan.

Ms. Robe stated the District indicated the costs associated with the proposed CBA are minor as compared to the overall budget and could be absorbed within the existing budget and financial plan without the need for a modification. The baseline budget gap included within the District’s Financial Plan is \$47.5M. The new revised baseline gap is estimated at \$57.0M. A revised financial plan summary schedule as prepared by BFSa staff was reviewed with the Directors.

Conclusions and Recommendations

Ratification of the proposed CBA allows the District’s third largest collective bargaining unit to be under contract through the first three years of the 2020-2023 Financial Plan.

The proposed CBA is estimated to have a FY 2019-20 net cost of \$2.0M and a net cost of \$9.5M over the Financial Plan. The District has not submitted a modified Financial Plan to recognize the additional expenditures.

The revised deficit for the District increases from \$47.5M to \$57.0M over the 2020-2023 Financial Plan. Additional fund balance has been identified to fund the increase in labor costs.

Fund balance is a nonrecurring funding source. The drawdown of fund balance to fund general operations conflicts with the District’s intent to be operationally balanced beginning with 2020-21.

The prior labor agreement included substantial savings from the inclusion of contributions towards healthcare by newly hired employees, enrollment in a Medicare Forever Blue retiree health insurance plan for newly hire employees, the elimination of the cosmetic surgery rider, and the elimination of paid summer hours. The proposed CBA has minor contractual savings as many of the contractual changes the District is seeking have already been agreed upon.

The proposed CBA eliminates health insurance for employees hired after July 1, 2020 at their retirement. A mechanism is provided for the District to continue to provide health insurance through the employees' sell-back of accumulated sick days. The modification of this benefit will not impact the FY 2020-2023 Financial Plan; it is expected to positively impact the OPEB accrual.

Director Floss made a motion to recommend approval of the proposed labor agreement.

Secretary Arthur seconded the motion.

The Board voted 6-0 to approve.

Chair Olsen commended the District on a well-constructed CBA.

City of Buffalo

Recessionary Impact Analysis

Interim Vice-Chair Jurasek advanced the agenda to review the impact that the last recession had on City revenues. She asked Principal Analyst Bryce Link to summarize the staff's analysis.

Mr. Link stated the analysis was initiated by the request of Director Gallagher. The last recession, given the name the "Great Recession", occurred between December 2007 and June 2009. He gave the following overview of the City's revenues and expenditures impacted by the most recent recession:

Revenues

Sales Tax

- The City's year-end actuals were higher than budgeted due to conservative budget estimates and the higher price of gas. Actual sales tax revenue decreased from 2007-08 to 2008-09 and remained relatively flat until it began to rise again in 2011-12, reflective of an improved economy.

New York State Aid and Incentives to Municipalities ("AIM")

- NYS AIM has been held flat at \$161.3M since its reduction in FY 2011-12. Prior to the reduction AIM had reached a high of \$167.1M in 2009-10 and was subsequently reduced to \$164.8 million in 2010-11 and reduced further to \$161.3M. The reduction would have been greater in 2009-10, however New York State was provided increased federal aid during the Great Recession, which they were able to use to lessen the reduction in AIM. If ARRA funding had not been used during FY 2009-10 and 2010-11 the reduction would have increased by approximately \$6.5M.

Mortgage Tax

- The City budgeted \$2.6M, which was approximately 0.8% of the budget, but it was a key indicator of the economy at the time. Actual mortgage tax declined from 2006-07 through 2010-11; the City budgeted conservatively over this period.

Foreclosure Fees

- Year-end actuals exceeded budgeted amounts every year except for FY 2011-12. Foreclosure fees were less than what was collected on the mortgage tax. This is not a significant revenue source for the City.

Real Property Tax Levy

- This is a budget amount that can be adjusted annually; the Mayor controls the levy and determines what it will be. FY 2007-08 is a bit of an outlier in that actuals exceeded budgeted amount by \$3.0M, this was attributed to a PILOT that was no longer being reported as a PILOT but as Real Property Tax. The City managed the Real Property Tax levy over the recession and reduced rates for both homestead and non-homestead properties during that time.

Assessed and Taxable Property Values

- Mr. Link reviewed the total property tax assessment and the taxable assessment from 2006-07 to 2014-15. Secretary Arthur asked what percentage difference is between the total taxable assessed value and the total assessed value. Mr. Link stated the exemptions ranged between 42% and 47%. Most exemptions are mainly for government buildings followed by schools and then non-profits.

Various Building Permits

- Mr. Link reviewed building application fees, electrical fees and plumbing. Between FY 2006-07 and FY 2010-11 year-end actuals exceeded the adopted budget. These revenue sources are less than 1% of the City's total budget. Building permits increased over the period of the recession and didn't begin to decrease until 2010-11.

Investment Interest

- Investment interest is not a major revenue source for the City. FY 2006-07 showed \$6.7M whereas FY 2008-09 amount was \$3.2M. The decrease is due to a fall in interest rates.

Parking Tag Fines and Penalties

- The year-end actuals have been less than the adopted budgets since FY 2007-08. Actual revenues declined from 2006-07 to 2007-08 and have had minor increases annually up through 2011-12. Secretary Arthur asked why the City budgeted \$7.0M for FY 2011-12 and the actual was \$5.5M. Ms. Estrich stated there may have been a change in leadership in the department during that time. Ms. Robe stated staff will review the report for the 2011-12 City budget and follow up.

Expenditures

Mr. Link stated that the expenditures impacted by the recession were limited in scope, due to the type of services that the City provides. Increases in spending that would occur for increased dependence on social services program are not provided by the City but at the County level. There were increased expenditures for those services by Erie County (the "County") during that period. There were not many expenditure areas impacted by the recession, with the pension contributions being the most notable expenditure to increase.

Pension Contribution Rates per NYS Comptroller's Office

- Prior to the recession the New York State employer contribution rate (the "ECR") for 2006-07 was 15.5% for Police and Fire Retirement System ("PFRS") and 10.5% for Employees Retirement System ("ERS"). The ECR began to climb in FY 2010-11 and leveled off to approximately 25% for PFRS in FY 2015-16. The ERS pension contribution rate leveled off to approximately 15% in FY 2016-17. ERS and PFRS are costs outside of the City's control as the NYS Comptroller's office determines the ECR based on the condition of the funds.

ERS Contributions

The City was able to stay underbudget by leaving some budgeted positions unfilled. The cost was \$4.3M in FY 2005-06 and in FY 2013-14 the cost exceeded \$10.2M.

PFRS Contributions

The City maintained being at or below budget for FY 2006-07 through FY 2012-13. The cost was \$15.5M in FY 2005-06 and in FY 2013-14 the cost exceeded \$35.0M. There was an arbitration award for the police contract in FY 2013-14 which required that three years of retroactive payments be issued which caused the year-end actuals to exceed the adopted budget.

City Personnel

Total personnel increased during the period of the recession. The City retook maintenance control of City parks in December 2009 and City lock-up in 2012 which caused a slight spike in hiring. Fire and police are two of the largest employee groups and when their numbers drop it carries through the entire City. It was noted that the City was below 700 police officers between 2008-09 and 2011-12. The City was below 600 firefighters between 2011-12 and 2013-14. Timing of exams and on-boarding of new hires are also contributing factors of the peaks and valleys of personnel. Staffing has consistently been overbudgeted, with the gap closing in more recent years.

Revenues and Expenditures Excluding Other Financing Sources and Uses

The City kept expenditures under revenues except for FY 2013-14 which had a \$60,000 unfavorable variance.

Ms. Robe stated the City weathered the last recession well by budgeting conservatively during a period of not raising taxes. Director Floss stated the City is now able to raise taxes unlike when the BFSA first began and therefore is an outlet to use in the event there is another recession. He noted the number of unfilled positions is a standard way for municipalities to ensure their budgets are balanced.

Secretary Arthur asked for the timetable on property reevaluations. Ms. Estrich stated the impact notices should be distributed to property owners in August/September. The last property evaluation was completed in 2010. The re-evaluation currently taking place will be reflected in the July 2020 tax bill. Public meetings on the process are currently being held.

Secretary Arthur asked for the schedule of public meetings and encouraged BFSA membership's attendance. Director Floss emphasized property reevaluations are revenue neutral since the tax levy is not increased.

Interim Vice Chair Jurasek thanked Mr. Link for his useful presentation. Chair Olsen also commended the City on its success of continuously balancing the budget.

BFSA Business

Interim Vice-Chair Jurasek advanced the agenda to BFSA business beginning with the organizational overview given by Ms. Robe.

Ms. Robe stated no new Directors have been added to the Board within the last year.

The Audit, Finance and Budget Committee assists the Directors in meeting the BFSA's responsibilities relating to budgeting, financial reporting, internal control review, and the sufficiency of audit procedures. Members of the committee are Chair Olsen, Interim Vice-Chair Jurasek and Director Floss. Additional directors participate at the request of the Chair; all Directors are invited to attend any committee meeting. The committee meets three to four times per year to review annual BFSA budgets and four-year financial plans, the independent audit, and other material as necessary. Additional meetings will be called as necessary.

The Governance Committee keeps the Board informed of matters involving corporate governance, policies, and procedures. The required annual Board self-evaluation is reviewed by this committee. Members include Chair Olsen, Interim Vice-Chair Jurasek, and Secretary Arthur. Additional Directors participate at the request of the Chair. The committee meets two to three times per year or as necessary to review, renew and/or modify existing operational policies and address other matters as necessary.

Ms. Robe continued with the overview of the BFSA and reviewed the organizational structure including staff names and primary job responsibilities.

Ms. Robe reviewed an updated list of documents required from the City and covered organizations that are to be submitted to the BFSA during an advisory period. There was specific emphasis on what is expected to be provided to the BFSA for the review of City and covered organizations with respect to collective bargaining agreements. Submissions will be reviewed at a regularly scheduled board meetings if one is scheduled within sixty days in an attempt to operate more efficiently and reduce the number of special board meetings.

Ms. Robe also stated capital improvement plans are to be submitted annually by the City and BMHA and noted there have been some challenges in obtaining this information from BMHA.

An agency specific cover letter will be distributed and will be accompanied by the updated list for the City and each covered organization along with a copy of the BFSA mission statement.

Director Floss made a motion to approve the updated list and its distribution.

Secretary Arthur seconded the motion.

The Board voted 6-0 to approve.

Secretary Arthur asked to view the District's report on graduation rates. Ms. Robe stated the information will be provided.

Ms. Robe provided a summary of all negotiating units for all covered organizations including the number of full-time equivalent employees for each unit as well as the expiration date for each agreement.

City of Buffalo (the “City”):

- PBA – 739 FTEs, CBA expired 6/30/19;
- Local 282 (Fire) – 713 FTEs, CBA expires on 6/30/24;
- Local 264 (Blue-Collar) – 564 FTEs, CBA expired 6/30/19;
- Local 650 (White-Collar (including exempt employees)) – 540 FTEs, CBA expired 6/30/19;
- Crossing Guards – 111 employees; CBA in effect through 8/31/19;
- AFSCME 2651 (Building Inspectors) – 58 FTEs, CBA in effect through 6/30/20;
- Local 264T (Water Caulkers) – 30 FTEs, CBA in effect through 6/30/22; and
- Operating Engineers – 28 FTEs, CBA in effect through 6/30/20

Buffalo City School District (“BCSD”):

- BTF (teachers) – 3,631 FTEs & 142 PTEs (CBA expired 6/30/19);
- BEST (teacher aids/assistants) – 908 FTEs, 12 PTEs (CBA expired on 6/30/12);
- Su/B (substitutes) – 653 PTEs (CBA expired 6/30/19);
- TAB (bus aides) – 309 PTEs (CBA in effect through 6/30/21);
- PCTEA (White-Collar) – 441 FTEs (CBA in effect through 6/30/22 pending approval);
- Local 264 (Blue-Collar) – 61 FTEs (CBA expired on 6/30/13);
- Local 264 (Food Service Workers):
 - 24 FTEs cook managers (CBA expired on 6/30/17);
 - 448 PTEs (CBA expires 6/30/22);
 - Varies for summer food service (CBA in effect through Summer 2019)
- BCSEA (Administrators) – 262 FTEs (CBA in effect through 9/1/20); and
- Local 409 (Custodial Engineers) – 49 FTEs (CBA expired on 6/30/10)

Buffalo Municipal Housing Authority (“BMHA”):

- Local 264 (White-Collar) – 549 FTEs, CBA in effect through 6/30/23;
- Local 264 (Blue-Collar) – 62 FTEs, CBA in effect through 6/30/23;
- Local 264 (Managers) – 7 FTEs, CBA in effect through 6/30/23;
- Local 17 (Operating Engineers) – 6 FTEs, CBA in effect through 6/30/23;
- Exempts – 5 FTEs, each with individual contracts; and
- Non-Represented Civil Service – 5 FTEs, at-will with certain New York State civil service protections.

Buffalo Urban Renewal Agency (“BURA”):

- CSEA Local 1000 – 25 FTEs, CBA in effect through 6/30/20; and
- Exempts – 8 FTEs, employed at-will.

Interim Vice-Chair Jurasek stated The Governance Committee met earlier and voted to recommend full Board approval of various procedures and reports. She requested a motion to consider these items in one action and approve the following resolutions:

Bylaws Res No. 19-10	Whistleblower Policy Res No. 19-16
Code of Ethics Res No. 19-11	Lobbying Policy Res No. 19-17
Mission Statement Res No. 19-12	Procurement Guidelines No. 19-18
Investment Guidelines Res No. 19-13	Annual Procurement Report Res No. 19-19
Property Disposal Guidelines Res No. 19-14	Prompt Payment Policy Res No. 19-20
Use of Discretionary Funds Policy Res No. 19-15	Annual Prompt Payment Report Res No. 19-21

Secretary Arthur made a motion to approve the items as recommended by the Governance Committee.

Director Floss seconded the motion.

The Board voted 6-0 to approve Resolution Nos. 19-10 through 19-21.

New Business

None

Privilege of the Floor

Interim Vice-Chair Jurasek extended the Privilege of the Floor to any member of the attending public who wished to comment for the public record on any actions taken by the Board at the day's meeting. No comments were submitted. She requested a motion to adjourn.

Secretary Arthur made a motion to adjourn.

Director Floss seconded the motion.

The Board voted 6-0 to adjourn.

The Board adjourned at 3:08 PM.