

**Brooklyn Bridge Park Corporation  
Meeting of the Board of Directors**

**October 16, 2024**

**10:00 AM**

**1 Hotel Brooklyn Bridge, First Floor Events Space  
Brooklyn, NY 11201**

**Anticipated Agenda**

- I. Approval of the Minutes of the Meeting of the Directors held on September 12, 2024**
- II. Annual Meeting**
  - **Presentation of President's Report (Non-Voting Item)**
  - **Annual Report and Annual Audit Report (Non-Voting Item)**
  - **Approval of Fiscal Year 2024 Audited Financial Statements and Investment Report**
- III. Annual Approval of Policies Relating to the Public Authorities Accountability Act of 2005, as amended by the Public Authorities Reform Act of 2009**
- IV. Authorization to Amend to the Certificate of Incorporation of Brooklyn Bridge Park Corporation**
- V. Authorization to Amend the By-Laws of Brooklyn Bridge Park Corporation**
- VI. Authorization to Enter into a License Agreement for a Food and Beverage Concession at the Historic Fireboat House**
- VII. Executive Session (Non-Voting Item)**

Brooklyn Bridge Park Corporation  
Meeting of the Board of Directors  
The Boathouse  
Brooklyn Bridge Park

September 12, 2024

MINUTES

The following members of the Board of Directors were present:

Meera Joshi – Chair  
Mariana Alexander  
Peter Aschkenasy<sup>1</sup>  
Gregg Bishop<sup>2</sup>  
Henry B. Gutman  
Shari Hyman  
Jeffrey D. Friedlander  
Tori Kelly  
Joshua Kraus  
Martin Maher  
Gregorio Mayers  
Andi Phillips  
Stephen Merkel  
Susannah Pasquantonio

Also present were the staff of BBP.

Chair Joshi called the meeting to order at approximately 10:10 a.m. Amy Lojek, BBP's Secretary, confirmed that a quorum was present.

**1. Approval of Minutes**

Upon motion duly made and seconded, the minutes of the June 12, 2024 Board of Directors meeting were approved unanimously.

**2. President's Report (Non-Voting Item)**

Mr. Landau provided park updates, including: (i) summer events in the park, including Wimbledon and Nike NY v. NY in Emily Warren Roebling Plaza, North Face Climb Fest at Pier 5, and the Off White SS 25 fashion show at Pier 2; (ii) the Request for Proposals seeking a concessionaire for the Pier 1 Entry Building; and (iii) the end of the Glide ice-skating rink concession and the anticipated procurement of a new ice-skating rink operator.

---

<sup>1</sup> Director Aschkenasy was present via videoconference.

<sup>2</sup> Director Bishop joined the meeting during Item #2.

Chair Joshi asked about the scope of free admissions, whether the agreement will be terminable-at-will, what the hours of operation would be, and whether BBP has all of the necessary utilization information from the concession. Mr. Landau indicated that free admission times are planned, though to be determined, that the agreement will be terminable-at-will, that the hours would be similar to last year, and that BBP had received all of the necessary utilization information from the concessionaire. Director Bishop asked whether the failure of the concession indicated the type or location of the concession was at issue; Mr. Landau indicated that neither was an issue, but that weather had been a factor. Director Gutman indicated that the concession appeared to have been successful and explained that an ice rink was contemplated as part of the park from its conception. Director Pasquantonio asked about food and/or beverage offerings and whether private rentals would be permitted; Director Merkel advised BBP staff to carefully consider whether to permit private events. Mr. Landau indicated that staff were exploring a hot chocolate cart and that private rentals/events would be carefully considered. Director Friedlander asked whether BBP would own the rink and equipment and whether utilization is anticipated to match the anticipated break-even point; Jeffrey Sandgrund, BBP's Chief of Operations, indicated that BBP would not own it, but the selected operator would rent the rink and equipment, and that while utilization was roughly equivalent, it was heavily weather-dependent. Director Gutman asked about external constraints on the hours or operations; Mr. Sandgrund indicated that the rink typically would not operate beyond 10:00 p.m. to avoid Noise Control Code issues. Director Kraus asked about the liability from rink injuries; Ms. Lojek explained that the insurance and indemnification requirements of the contract and of BBP's relationship to the City.

Due to the questions about the ice rink procurement, Chair Joshi moved Item #5 in the agenda to Item #3.

**3. Authorization to Enter into an Agreement with the Experiential Group, LLC for the Operation of the Ice-skating Rink at Emily Warren Roebling Plaza**

Mr. Sandgrund presented this item. Director Friedlander asked if the renewal years would be mutually agreed by BBP and the operator; Mr. Landau indicated that BBP's practice is to permit the operator to agree to BBP's discretionary renewals.

Director Phillips confirmed that the Audit & Finance Committee was comfortable with the proposed action. Upon motion duly made and seconded, the resolutions attached hereto as **Schedule A** were adopted unanimously.

**4. Appointment of Gregorio Mayers to the Audit & Finance Committee**

Chair Joshi requested a motion to approve the appointment of Gregorio Mayers to the Audit & Finance Committee. Upon motion duly made and seconded, the appointment was approved unanimously.

**5. Authorization to Enter into an Agreement with Deborah Bradley Construction & Management Services Inc. Relating to a Capital Restoration Project**

Shira Ungar, BBP's Data Asset Manager, presented this item. Director Kraus asked for examples of other projects the selected contractor had completed; Director Hyman indicated they had worked for Battery Park City Authority and Mr. Sandgrund indicated they had worked for Hudson River Park Trust and the Trust for Governor's Island.

Director Phillips confirmed that the Audit & Finance Committee was comfortable with the proposed action. Upon motion duly made and seconded, the resolutions attached hereto as **Schedule B** were adopted unanimously.

**6. Authorization to Enter into an Amendment with L&K Partners Inc. for the Pier 1 Entry Building Project**

Robert Lomangino, BBP's Project Manager, Capital Projects & Restoration, presented this item. Mr. Landau explained that the original contingency was lower than the typical ten percent out of a desire to keep the overall dollar amount low. Director Hyman asked whether the new contingency would address existing and potential cost increases; Mr. Landau and Mr. Sandgrund both indicated that it would. Director Gutman asked what caused the delays; Mr. Landau indicated unanticipated street closure and building code interpretation issues had caused the delays.

Director Phillips confirmed that the Audit & Finance Committee was comfortable with the proposed action. Upon motion duly made and seconded, the resolutions attached hereto as **Schedule C** were adopted unanimously.

**7. Public Comment**

No public comment was made.

**8. Adjournment**

Chair Joshi asked whether there was any Director who believed that an Executive Session was necessary. Hearing none, and there being no further business, Vice Chair Hyman requested a motion to adjourn the meeting, and upon the motion being duly made and seconded, the meeting was adjourned at approximately 10:47 a.m.

Respectfully submitted,

---

Amy Lojek  
Secretary

**SCHEDULE A**

September 12, 2024

**AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE EXPERIENTIAL GROUP, LLC FOR THE OPERATION OF AN ICE-SKATING RINK AT EMILY WARREN ROEBLING PLAZA**

---

BE IT RESOLVED, that Brooklyn Bridge Park Corporation (“BBP”) is hereby authorized to enter into an agreement with The Experiential Group, LLC for the operation of an ice-skating rink at Emily Warren Roebling Plaza, for an annual cost of \$2,062,988, plus a contingency of \$206,298 and a 3% annual escalation, for a term of three seasons with two one-year renewal options; and be it further

RESOLVED, that the President of BBP, or their designee(s), be, and each of them hereby is, authorized and directed, in the name and on behalf of BBP, to execute and deliver any and all documents and take all such actions as the President or their designee(s) may deem necessary or proper to effectuate the foregoing and in connection with the implementation of the work pursuant to the agreements.

\* \* \*

DRAFT

**SCHEDULE B**

September 12, 2024

**AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH DEBORAH BRADLEY CONSTRUCTION & MANAGEMENT SERVICES, INC. RELATING TO A CAPITAL RESTORATION PROJECT AND AUTHORIZATION TO TAKE RELATED ACTIONS**

---

BE IT RESOLVED, that Brooklyn Bridge Park Corporation (“BBP”) is hereby authorized to enter into an agreement with Deborah Bradley Construction & Management Services, Inc., for the installation of new play equipment and safety surfacing at the Pier 5 Tot Lot, for a total contract amount of \$360,096, inclusive of a \$32,736 contingency; and be it further

RESOLVED, that the President of BBP, or their designee(s), be, and each of them hereby is, authorized and directed, in the name and on behalf of BBP, to execute and deliver any and all documents and take all such actions as the President or their designee(s) may deem necessary or proper to effectuate the foregoing and in connection with the implementation of the work pursuant to the agreements.

\* \* \*

**SCHEDULE C**

September 12, 2024

**AUTHORIZATION TO ENTER INTO AN AMENDMENT WITH L&K PARTNERS INC. FOR THE PIER 1 ENTRY BUILDING PROJECT AND AUTHORIZATION TO TAKE RELATED ACTIONS**

---

BE IT RESOLVED, that Brooklyn Bridge Park Corporation (“BBP”) is hereby authorized to amend the existing contract with L&K Partners Inc. by \$601,838, bringing the total contract amount to \$15,004,222; and be it further

RESOLVED, that the President of BBP, or their designee(s), be, and each of them hereby is, authorized and directed, in the name and on behalf of BBP, to execute and deliver any and all documents and take all such actions as the President or their designee(s) may deem necessary or proper to effectuate the foregoing and in connection with the implementation of the work pursuant to the agreements.

\* \* \*

DRAFT

October 16, 2024

**APPROVAL OF FISCAL YEAR 2024 ("FY 2024") AUDITED FINANCIAL STATEMENTS AND INVESTMENT REPORT AND AUTHORIZATION TO TAKE RELATED ACTIONS**

BE IT RESOLVED that the FY 2024 Audited Financial Statements of Brooklyn Bridge Park Corporation ("BBP") attached hereto as **Exhibit A** and as certified as accurate by the President and Chief Financial Officer of BBP as set forth in **Exhibit B** are hereby approved; and be it further

RESOLVED, that the FY 2024 Investment Report attached hereto as **Exhibit C** is hereby approved; and be it further

RESOLVED, that the President of BBP or their designee(s) be authorized to present the above-referenced audited financial statements, certification, and investment report to the Members of BBP; and be it further

RESOLVED, that the President of BBP or their designee(s) be authorized to report the audited financial statements and investment report and post them on its website in accordance with the provisions of PAAA; and be it further

RESOLVED, that the President of BBP and their designee(s) be and each hereby is authorized and empowered to take all actions as the President or their designee(s) may deem necessary or appropriate to effectuate these resolutions.

\* \* \*



**ANNUAL APPROVAL OF POLICIES RELATING TO THE PUBLIC AUTHORITIES ACCOUNTABILITY ACT OF 2005, AS AMENDED BY THE PUBLIC AUTHORITIES REFORM ACT OF 2009 AND AUTHORIZATION TO TAKE RELATED ACTIONS**

---

BE IT RESOLVED that the policies set forth below are hereby approved:

- A. Mission Statement, adopted on October 3, 2019;
- B. Contracts by the Corporation - Procurement Policy, adopted on October 3, 2019;
- C. Investment Guidelines, adopted on July 21, 2010;
- D. Salary, Compensation, Travel, Reimbursements, Time and Attendance Policy, adopted on October 10, 2018;
- E. Code of Ethics for Members, Directors and Officers, adopted on October 11, 2023;
- F. Policy on the Acquisition and Disposition of Real Property, adopted on February 29, 2012;
- G. Policy on the Disposition of Personal Property, adopted on February 29, 2012;
- H. Policy on Protection for Whistleblowers, adopted on December 5, 2011;
- I. Policy on Indemnification and Defense of Members, Directors and Officers, adopted on December 5, 2011;
- J. Policy on Extension of Credit to Officers, Directors and Employees, adopted on December 5, 2011; and
- K. Policy on Discretionary Spending, adopted on September 30, 2020; and
- L. Policy on Board Self-Evaluation, adopted on October 12, 2022;

and be it further

RESOLVED, that the President of BBP and their designee(s) be and each hereby is authorized and empowered to take all actions as the President or their designee(s) may deem necessary or appropriate to effectuate these resolutions.

\* \* \*

ATTACHMENT A

October 16, 2024

**AMENDMENT TO THE CERTIFICATE OF INCORPORATION OF BROOKLYN BRIDGE PARK CORPORATION**

BE IT RESOLVED, that an amendment to BBP's Certificate of Incorporation to: 1) update the mailing address on file with the New York State Secretary of State, from the New York City Law Department's office address to BBP's office address; and 2) provide BBP's general e-mail address to the New York State Secretary of State, are hereby approved; and be it further

RESOLVED, that the President of BBP and their designee(s) be and each hereby is authorized and empowered to take all actions as the President or their designee(s) may deem necessary or appropriate to effectuate these resolutions.

\* \* \*

ATTACHMENT A

October 16, 2024

**AUTHORIZATION TO AMEND THE BY-LAWS OF BROOKLYN BRIDGE PARK CORPORATION**

---

BE IT RESOLVED that the By-Laws of Brooklyn Bridge Park Corporation, as amended on October 16, 2024 are hereby approved; and be it further

RESOLVED, that the President of BBP and their designee(s) be and each hereby is authorized and empowered to take all actions as the President or their designee(s) may deem necessary or appropriate to effectuate these resolutions.

\* \* \*

ATTACHMENT A

October 16, 2024

**AUTHORIZATION TO ENTER INTO A LICENSE AGREEMENT FOR A FOOD AND BEVERAGE CONCESSION AT THE HISTORIC FIREBOAT HOUSE AND AUTHORIZATION TO TAKE RELATED ACTIONS**

---

BE IT RESOLVED, that Brooklyn Bridge Park Corporation (“BBP”) is hereby authorized to enter into a license agreement with Van Leeuwen Ice Cream, LLC for a food & beverage concession at the Historic Fireboat House; and be it further

RESOLVED, that the President of BBP, or their designee(s), be, and each hereby is, authorized and directed, in the name and on behalf of BBP, to execute and deliver any and all documents and take all such actions as the President of BBP or their designee(s) may deem necessary or proper to effectuate these foregoing and in connection with the implementation of these resolutions.

\* \* \*