

**Minutes of the Meeting
of the
Board of Directors
of
Buffalo Urban Development Corporation**

**95 Perry Street—4th Floor Vista Room
Buffalo, New York 14203**

**July 29, 2025
12:00 p.m.**

Directors Present:

Bryan J. Bollman
Scott Bylewski
Daniel Castle
Dennis W. Elsenbeck
Darby Fishkin
Thomas Halligan
Thomas A. Kucharski
Nadine Marrero
Nathan Marton
Kimberley A. Minkel
David J. Nasca
Karen Utz

Directors Absent:

Catherine Amdur
Janique S. Curry
Dottie Gallagher
Elizabeth Holden
Crystal Morgan
Dennis M. Penman
Mayor Christopher P. Scanlon (Chair)

Officers Present:

Brandye Merriweather, President
Rebecca Gandour, Executive Vice President
Mollie M. Profic, Treasurer
Kevin J. Zanner, Secretary

Guests Present: James Bernard, BUDC Project Manager; Jonathan Epstein, *The Buffalo News*; Brian Krygier, Director of IT, ECIDA; Sean Najewski, Gilbane Building Company; and Angelo Rhodes II, Northland Project Manager.

- 1.0 Roll Call** – The meeting was called to order at 12:07 p.m. Mr. Nasca made a motion to appoint Kimberley Minkel as chairperson of the meeting. The motion was seconded by Mr. Kucharski and unanimously carried. The Secretary reported that a quorum of the Board was present. Mr. Marton joined the meeting during the presentation of item 4.1.
- 2.0 Approval of Minutes – Meeting of June 24, 2025** – The minutes of the June 24, 2025 meeting of the Board of Directors were presented. Ms. Fishkin made a motion to approve the meeting minutes. The motion was seconded by Mr. Elsenbeck and unanimously carried (11-0-0).
- 3.0 Monthly Financial Reports** – Ms. Profic presented for information purposes the financial statements for 683 Northland Master Tenant, LLC for the period ending June 30, 2025. She then presented the consolidated financial statements for BUDC and its affiliates, 683 Northland LLC and

683 WTC, LLC for the period ending June 30, 2025. Ms. Profic also presented the updated cash flow forecast for BUDC, a copy of which was included in the Board meeting packet. Mr. Kucharski made a motion to accept the BUDC consolidated financial statements. The motion was seconded by Mr. Bylewski and unanimously carried (11-0-0).

4.0 New Business –

4.1 Northland Central – Amendment to Short-Term Lease to Professional Culinary Academy, LLC at 683 Northland Avenue

– Ms. Gandour presented her July 29, 2025 memorandum to the Board regarding a proposed extension of the short-term lease with Professional Culinary Academy, LLC at 683 Northland Avenue. Ms. Gandour explained that BUDC continues to seek a food operator/restaurant for the space but that the proposals received in response to the recent request for proposals did not fully meet BUDC's goals and expectations for the space. In the interim, the current tenant wishes to extend the term of its lease through December 31, 2025. This item was reviewed by the Real Estate Committee at its July 8, 2025 meeting and was recommended for approval. After a brief discussion, Mr. Nasca made a motion to: (i) authorize 683 Northland Master Tenant, LLC to enter into a lease amendment with Professional Culinary Academy, LLC upon the terms outlined in the Board memorandum; and (ii) authorize the President or Executive Vice President of BUDC to execute the lease amendment on behalf of 683 Northland Master Tenant, LLC and take such other actions as are necessary and appropriate to implement this action. The motion was seconded by Mr. Kucharski and (with Ms. Fishkin abstaining) carried with eleven affirmative votes (11-0-1).

4.2 Northland Corridor – Authorization of 631 Northland Avenue Brownfield Cleanup Agreement

– Ms. Gandour presented her July 29, 2025 memorandum to the Board regarding a request for authorization for 631 Northland LLC, a wholly-owned subsidiary company of BUDC, to enter into a Brownfield Cleanup Agreement with the New York State Department of Environmental Conservation (NYSDEC). A copy of the Brownfield Cleanup Agreement was attached as part of the memorandum presented to the Board. Ms. Gandour noted that NYSDEC is requiring the payment of the \$50,000 program fee, after having initially agreed to waive the fee. At the conclusion of Ms. Gandour's presentation, Mr. Halligan made a motion to (i) authorize 631 Northland LLC to enter into the Brownfield Cleanup Agreement with NYSDEC and pay the \$50,000 fee, and (ii) authorize the BUDC President or Executive Vice President to execute the Brownfield Cleanup Agreement with NYSDEC on behalf of 631 Northland LLC and take such other actions as may be necessary or appropriate to implement this authorization. The motion was seconded by Mr. Castle and unanimously carried (12-0-0).

4.3 Northland Corridor – Amendment to Proposed Lease to Flat 12 Mushrooms, LLC for 606 (612) Northland Avenue

– Ms. Gandour presented her July 29, 2025 memorandum to the Board regarding modifications to a proposed lease with Flat 12 Mushrooms, LLC. Ms. Gandour updated the Board on the status of ongoing lease negotiations with the prospective tenant. She then reviewed the tenant's request that the lease include an early termination option and right of first option to purchase, neither of which were included as part of the Board's previous approval of the lease. After a brief discussion, Mr. Bylewski made a motion to: (i) authorize NorDel I, LLC to enter into a lease with Flat 12 Mushrooms, LLC as previously authorized and modified by the terms outlined in the Board memorandum; and (ii) authorize the President or Executive Vice President of BUDC to execute a lease on behalf of NorDel I, LLC and take such other actions as are necessary and appropriate to implement this action. The motion was seconded by Ms. Marrero (and with Ms. Fishkin abstaining) carried with eleven affirmative votes (11-0-1).

4.4 Ralph C. Wilson Jr. Centennial Park – Gardiner & Theobald Contract Amendment

– Mr. Bernard presented his July 29, 2025 memorandum to the Board regarding a proposed amendment to the Gardiner & Theobald (G&T) project management agreement for the Ralph Wilson Park project. This item was reviewed by the Downtown Committee at its July 16, 2025 meeting and was recommended for approval. Ms. Fishkin made a motion to: (i) approve the 4th amendment to the agreement between G&T and BUDC; and (ii) authorize the BUDC President or Executive Vice President to execute the 4th amendment to the agreement and take such other actions as are necessary to implement this authorization. The motion was seconded by Mr. Kucharski and unanimously carried (12-0-0).

4.5 Northland Corridor Project Update

– Mr. Rhodes presented an update regarding the Northland Corridor. Construction has commenced on the Phase 3 project, with demolition of concrete and tree removal. LeChase hosted a community engagement event on July 16th, and is planning another community engagement event to be held on August 7th. With respect to the Phase 4 project, Mr. Rhodes reported that BUDC staff met with Wendel last week to finalize construction documents and coordination with tax credits counsel on the project is underway. With respect to 741 and 777 Northland Avenue, Mr. Rhodes noted that BUDC has issued a request for proposals for demolition design services. Responses are August 18th. The BOA plan has been approved by the Common Council. The plan is expected to be submitted to NYSDOS next week. To conclude his presentation, Mr. Rhodes referred the Board to two handouts relating to Food Truck Thursdays and a Northland Corridor Redevelopment Project Tour scheduled for August 28, 2025.

4.6 Ralph Wilson Park Project Update

– Mr. Najewski presented a power point update regarding the Ralph Wilson Park project. Light poles and fixtures will be installed at the South Lawn. Soil placement work has started on the baseball fields. Work on the shoreline is very close to completion. Mesh has been installed for the pedestrian bridge and only punch-list items remain outstanding. Phase 2 work involving the play garden area will start soon.

4.7 Race for Place Project Update

– Ms. Merriweather presented an update regarding the Race for Place project. BUDC will reissue a request for proposals for short-term placemaking and wayfinding improvements near the Explore & More Children's Museum, Naval Park and Heritage Point, as BUDC did not receive any proposals that would meet the required completion date. The RFP is expected to be reissued in the next few weeks. Ms. Merriweather updated the Board regarding Queen City Pop Up holiday programming. A request for proposals has been issued for consulting services relating to the outdoor market concept, with responses due August 18th. There will be a call for vendors at a later date. Ms. Merriweather then reported on waterfront stakeholder coordination meetings. She also announced that BUDC is partnering with WUFO for a weekly radio show highlighting different businesses in the City of Buffalo. Programming will begin August 7th and will be broadcast every Thursday at 11:30 a.m. She concluded her report with an update regarding the MOU with the City of Buffalo and the project and cost management agreement with Buffalo Construction Consultants, indicating that she hoped to have the MOU with the City executed at an upcoming meeting.

4.8 Buffalo Lakeside Commerce Park – Project Update

– Ms. Gandour presented an update regarding Buffalo Lakeside Commerce Park. Assessment invoices have been sent to the property owners association members. Staff continues to evaluate the opportunity to introduce disc golf to the park.

5.0 Late File – None.

6.0 Tabled Items – None.

7.0 Executive Session – None.

8.0 Adjournment – There being no further business to come before the Board, upon motion made by Mr. Kucharski, seconded by Mr. Marton and unanimously carried, the July 29, 2025 meeting of the Board of Directors was adjourned at 12:39 p.m.

Respectfully submitted,



Kevin J. Zanner, Secretary