

**Minutes of the Meeting
of the
Real Estate Committee
of
Buffalo Urban Development Corporation**

**95 Perry Street
Buffalo, New York
August 12, 2025
12:00 p.m.**

Call to Order:

Committee Members Present:

Scott Bylewski
Elizabeth Holden
Thomas A. Kucharski
Nadine Marrero
Kimberley A. Minkel (Committee Chair)
Dennis M. Penman

Committee Members Absent:

Janique Curry

Officers Present:

Brandye Merriweather, President
Rebecca Gandour, Executive Vice President
Mollie M. Profic, Treasurer
Atiqa Abidi, Assistant Treasurer

Others Present: Joseph Akel, LeChase Construction Services (via Zoom); James Bernard, BUDC Project Manager; Dennis Cannon, Comvest; Keith Carretto, Comvest; Matthew DiFrancesco, CBRE; Alexis M. Florczak, Hurwitz Fine P.C.; Brian Krygier, Director of IT, ECIDA; Angelo Rhodes II, Northland Project Manager (via Zoom); and Paul Tronolone, Empire State Development.

Roll Call – The meeting was called to order at 12:03 p.m. A quorum of the Committee was present. Mr. Bylewski and Mr. Kucharski each joined the meeting during the presentation of agenda item 2.

- 1.0 Minutes of the July 8, 2025 Meeting** – The minutes of the July 8, 2025 Real Estate Committee meeting were presented. Ms. Holden made a motion to approve the meeting minutes. The motion was seconded by Ms. Marrero and unanimously carried (4-0-0).
- 2.0 Northland Corridor – Purchase of 631 Northland Avenue Window Mock-Up** – Mr. Rhodes presented his August 12, 2025 memorandum regarding the purchase of window mock-ups for 631 Northland Avenue. Mr. Rhodes noted that Wendel, on behalf of BUDC, reached out to a number of vendors to complete the mock-up utilizing Winco windows. Of the vendors contacted, Window Specialists, Inc. was the only vendor able to supply Winco windows. Following the presentation, Mr. Penman made a motion to: (i) approve the purchase of the mock-up from Window Specialists, Inc. at a cost not to exceed \$15,000; and (ii) authorize the President or Executive Vice President to execute the purchase agreement with Window Specialists, Inc. and take such other actions as are necessary and appropriate to implement this authorization. The motion was seconded by Mr. Kucharski and unanimously carried (6-0-0).

- 3.0 Northland Corridor – Phase 3 Special Inspection Services** – Mr. Rhodes presented his August 12, 2025 memorandum regarding special inspection services for Phase 3 redevelopment. Following the presentation, the Committee discussed the quotes received. Ms. Gandour noted that LaBella reviewed all quotes and confirmed pricing for each quotation received. She also noted that Whitestone is a subcontractor of LeChase, and that cost-savings are realized due to Whitestone's on-site mobilization through Phase 3 general construction. Following this discussion, Mr. Bylewski made a motion to: (i) authorize BUDC to enter into an agreement with Whitestone for special building inspection services for the amount of \$20,000; and (ii) authorize the President or Executive Vice President to execute the contract with Whitestone and take such other actions as may be necessary or appropriate to implement this authorization. The motion was seconded by Ms. Marrero and unanimously carried (6-0-0).

4.0 Northland Beltline Corridor

- (a) **Northland Corridor – Phase 3 Construction Update** – Mr. Akel presented an update regarding Phase 3 construction. LeChase is working with NYSDEC as construction has commenced and materials are being moved on-site. Over the next three weeks, work on the water lines at 541 E. Delavan Avenue will commence. Concrete and asphalt demolition at 612 Northland is also anticipated to commence in the next few weeks. LeChase also provided an update regarding community outreach and MWBE goals for the project. LeChase has hosted a series of events to engage the community and provide updates regarding the Phase 3 project. Ms. Merriweather thanked LeChase for its efforts to engage the community. She added that the LeChase team joined BUDC on its WUFO show to discuss Phase 3 redevelopment.
- (b) **Northland Corridor – Phase 4 Redevelopment Update** – Mr. Rhodes reported that Wendel and BUDC are finalizing construction documents for the 631 Northland Avenue project. BUDC staff and tax credits counsel met with potential investors for the tax credits portion of the project. Ms. Gandour noted that the Brownfield Cleanup Agreement has been executed and application fee has been paid.
- (c) **Northland Corridor – 741 and 777 Northland Avenue Demolition Design Services RFP** – Mr. Rhodes reported that BUDC released an RFP for demolition design services for 741 and 777 Northland Avenue. Responses to the RFP are due August 18th.
- (d) **Northland Corridor – Tenant & Property Management Updates** –
- Mr. DiFrancesco provided an update regarding tenants and marketing. NorDel I, LLC and Flat 12 Mushrooms executed the lease agreement for 612A Northland Avenue. 683 Northland Master Tenant, LLC and Professional Culinary Academy have executed the lease extension for the restaurant space at 683 Northland Avenue. BUDC and Lighthouse Properties are discussing the terms of a potential land sale agreement for the nine contiguous Fillmore-Winchester-Northland parcels.
- Mr. Cannon presented an update regarding property management at Northland. W&W Paint and Glass was provided notice of termination of its month-to-month lease at 612 Northland due to ongoing Phase 3 construction. W&W has exited the space. Comvest is working through outstanding additional rent matters with W&W before its security deposit is returned.
- (e) **Northland Corridor– Brownfield Opportunity Area** – Mr. Rhodes reported that the BOA plan has been submitted to the New York State Department of State for review.

4.0 Buffalo Lakeside Commerce Park

- (a) **193, 80, 134, 158 and 200 Ship Canal Parkway Update** – Mr. DiFrancesco reported that Mercy Hospital through Newmark Ciminelli has expressed interest in leasing 193 Ship Canal Parkway for use as a temporary parking location for a period of three years. Ms. Gandour and

Ms. Merriweather noted that a sale of the property is preferred in order for it to be developed in alignment with BUDC's mission, and asked for the Committee's input regarding the proposal. The Committee discussed the proposed use of the property, work and costs associated with the proposed use of the property as a parking lot, and the structure of a potential lease. Ms. Minkel agreed that a sale of the property would be preferred, and asked CBRE to obtain additional information from Newmark Ciminelli regarding the amount of space needed for temporary parking and improvements proposed to be completed.

(b) Buffalo Lakeside Commerce Park Property Owners Association – Mr. Bernard provided an update regarding the proposal to bring disc golf to the Park, noting that Niagara Region Disc Golf will submit proposed drawings and details of the park maintenance obligations it would undertake, if BUDC moves forward with the concept. BUDC is coordinating with legal counsel and the City regarding a potential agreement with Niagara Region Disc Golf.

5.0 Executive Session – None.

6.0 Adjournment – There being no further business to come before the Committee, on motion made by Mr. Kucharski, seconded by Ms. Holden and unanimously carried (6-0-0), the August 12, 2025 meeting of the Real Estate Committee was adjourned at 12:47 p.m.

Respectfully submitted,



Alexis M. Florczak
Secretary of the Meeting