

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

**95 Perry Street
Buffalo, New York
July 8, 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
Kevin J. Zanner, Secretary
Atiqa Abidi, Assistant Treasurer

Others Present: Joseph Akel, LeChase Construction Services (via Zoom); James Bernard, BUDC Project Manager; Dennis Cannon, Comvest; Keith Carretto, Comvest; Zaque Evans, Chief Economic Development Officer, Erie County; Alexis M. Florczak, Hurwitz Fine P.C.; Brian Krygier, Director of IT, ECIDA; Angelo Rhodes II, Northland Project Manager; and Shana Stegner, CBRE.

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 June 10, 2025 Meeting** – The minutes of the June 10, 2025 Real Estate Committee meeting were presented. Mr. Penman made a motion to approve the meeting minutes. The motion was seconded by Ms. Marrero and, with Ms. Holden abstaining, did not carry (3-0-1). Following the presentation of agenda item 5 and Mr. Bylewski and Mr. Kucharski joining the meeting, the minutes were presented for reconsideration by the Committee. Ms. Marrero made a motion to approve the meeting minutes. The motion was seconded by Mr. Kucharski and (with Ms. Holden abstaining), carried five affirmative votes (5-0-1).
- 2.0 Northland Corridor – Amendment to Proposed Lease to Flat 12 Mushrooms, LLC for 606 (612) Northland Avenue** – Ms. Gandour reported that negotiations remain ongoing between Flat 12 Mushrooms and BUDC. It is anticipated that the lease will include a provision that provides Flat 12 with a right of first refusal or option in the event BUDC determines to sell the property. Flat 12 has also requested a termination option be included in the lease in the event that the “B” Building is not completed on time. In the event that BUDC and Flat 12 complete lease

negotiations, the additional lease terms will be presented to the BUDC Board of Directors at its July meeting.

3.0 Northland Corridor – 741 and 777 Northland Avenue Demolition Design Services –

Mr. Rhodes presented his July 8, 2025 memorandum regarding proposed demolition design services for 741 and 777 Northland Avenue to be performed by LiRo. The item was presented for recommendation as a “single source” procurement in accordance with the BUDC procurement policy. Following Mr. Rhodes presentation, members of the Committee expressed hesitation in advancing the recommendation to the Board of Directors under the “single source” procurement exception due to the cost of the services. In response to a question from Mr. Kucharski, Mr. Zanner commented that while the procurement appears to qualify for the single source exception, the Committee is not mandated to utilize the exception when evaluating a proposed procurement. Mr. Penman made a motion to table the item, subject to obtaining additional quotes for the services. The motion was seconded by Mr. Kucharski and unanimously carried (6-0-0).

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

Ms. Gandour presented her July 8, 2025 memorandum regarding a proposed amendment to the short-term lease with Professional Culinary Academy, LLC at 683 Northland Avenue. Ms. Gandour explained that BUDC staff is proposing to extend PCA’s short-term lease as BUDC continues to seek a permanent food operator/restaurant at 683 Northland Avenue. Ms. Marrero made a motion to recommend that the BUDC Board of Directors: (i) authorize 683 Northland Master Tenant, LLC to enter into a lease amendment with Professional Culinary Academy, LLC upon the terms outlined in the July 8, 2025 memorandum; and (ii) authorize the BUDC President or Executive Vice President to execute the lease amendment on behalf of 683 Northland Master Tenant, LLC and take such other actions as are necessary or appropriate to implement this authorization. The motion was seconded by Ms. Holden and unanimously carried (6-0-0).

5.0 Northland Beltline Corridor

(a) Northland Corridor – Phase 3 Construction Update – Mr. Akel presented an update regarding Phase 3 construction. LeChase mobilized on-site one and one-half weeks ago and has completed initial stripping and grubbing in and around the 541 E. Delavan Avenue building. Demolition of the existing concrete and asphalt has commenced. Site utility work will begin later this month. LeChase is working to obtain permits from the City of Buffalo. LeChase has launched a website “landing page” for Phase 3 construction that the public is able to access via on-site banners that display access information. A project team “meet and greet” will be held next week.

(b) Northland Corridor – Phase 4 Redevelopment Update – Mr. Rhodes reported that Wendel has completed construction documents for the 631 Northland Avenue project. A remedial action work plan will be submitted, which is necessary before construction on 631 Northland Avenue can commence. Ms. Gandour informed the Committee that BUDC previously obtained a waiver of the \$50,000 Brownfield Cleanup Program application fee from NYSDEC. NYSDEC subsequently informed BUDC that BUDC was no longer eligible for the fee waiver. BUDC staff is working with legal counsel regarding the fee waiver issue and is awaiting further feedback from NYSDEC, which is delaying BUDC’s project timeline for 631 Northland.

(c) Northland Corridor – Tenant & Property Management Updates –

Ms. Stegner provided an update regarding tenants and marketing. CBRE recently updated marketing materials for the restaurant space at 683 Northland Avenue. The Rodriguez Construction lease amendment and extension has been fully executed.

Mr. Cannon presented an update regarding property management at Northland. New heating and cooling software has been installed, and he noted that the software also reports on the performance of these systems. Comvest will be placing a deposit on a Kubota with Admar

Supply Company to replace the vehicle stolen over Memorial Day Weekend. Rodriguez is progressing with its improvements to the mezzanine space. Mr. Carretto then presented an update regarding expenses and cash flow for the Northland Campus. He noted that revenue figures have been updated for the 612 Northland space due to ongoing negotiations of the lease with Flat 12 Mushrooms.

- (d) **Northland Corridor– Brownfield Opportunity Area** – Mr. Rhodes reported that the BOA plan is currently with the Common Council. Ms. Marrero added that the Office of Strategic Planning asked Common Council to table the BOA plan until the SEQRA process and its comment period is completed.

4.0 Buffalo Lakeside Commerce Park

- (a) **193, 80, 134, 158 and 200 Ship Canal Parkway Update** – Ms. Stegner reported there are no additional updates regarding these properties.
- (b) **Buffalo Lakeside Commerce Park Property Owners Association** – Ms. Gandour reported that all owners are current on assessment payments. A second partial assessment will be prepared and submitted to each property owner in the next few weeks. BUDC staff has spoken with County officials regarding bringing disc golf to the park.

5.0 Executive Session – None.

6.0 Adjournment – There being no further business to come before the Committee, on motion made by Mr. Bylewski, seconded by Ms. Marrero and unanimously carried (6-0-0), the July 8, 2025 meeting of the Real Estate Committee was adjourned at 12:39 p.m.

Respectfully submitted,



Kevin J. Zanner