

## **PROPERTY MANAGEMENT DEPARTMENT**

### **Minutes**

Public Facilities Commission  
Mayor's Office of Housing  
Virtually via Zoom  
Boston, MA 02201

August 27, 2025

#### **REMOTE ATTENDANCE:**

Katherine P. Craven, Chair  
Lawrence D. Mammoli, Commissioner  
Donald E. Wright, Commissioner  
ThyThy Le, Legal Advisor PFC/PFD, Law Department  
Colleen M. Daley, PFC Secretary, Law Department  
Catherine P. Pendleton, Articled Clerk PFC/PFD, Law Department  
Violeta Panayotova, Paralegal PFC/PFD, Law Department  
Emy Metzger, Assistant Corporation Counsel, Law Department  
Eamon Shelton, Commissioner, PMD  
Lee Bonner, Leased Property Manager, PMD

Chair Craven called the meeting to order.

The minutes from the meetings of July 30, 2025, for the Boston Transportation Department and Mayor's Office of Housing were presented to and approved by the Commission.

**NOTE:** ThyThy Le noted for the record the meeting is being recorded and broadcast live. She then noted that Colleen Daley, the Public Facilities Commission Secretary, would take a roll call of the Property Management Department meeting participants.

**NOTE:** Colleen Daley performed the roll call and confirmed the individuals in attendance.

**NOTE:** ThyThy Le noted for the record draft meeting minutes from the meetings of July 30, 2025, for the Boston Transportation Department and for the Mayor's Office of Housing. She then asked for a motion to roll call to approve each.

**NOTE:** On a motion duly made and seconded, a roll call vote was performed. Chair Craven: yes; Commissioner Wright: yes. The July 30, 2025 meeting for the Boston Transportation Department meeting minutes was approved.

**NOTE:** On a motion duly made and seconded, a roll call vote was performed. Chair Craven: yes; Commissioner Mammoli: yes, Commissioner Wright: yes. The July 30, 2025 meeting for the Mayor's Office of Housing was approved.

**NOTE:** Thythy Le noted for the record that Commissioner Mammoli has provided a signed disclosure on the matter and therefore will not be participating in this vote.

**VOTE 1: Lee Bonner, Leased Property Manager, Property Management Department**

Notice of Assignment and Assignment and Assumption of Lease Agreement by and between The Economic Development and Industrial Corporation of Boston (“EDIC”) and the City of Boston Property Management Department, concerning a lease for Property located at 7 Palmer Street, 2nd Floor, Roxbury District of the City of Boston, by and between New Palmer Street Limited Partnership as Landlord and successor in interest to Jubilee Christian Church International, Inc. and EDIC, as Tenant, entered into February 21, 2007, as amended by the first amendment dated January 1, 2013, second amendment dated December 27, 2017 and third amendment dated May 14, 2018.

Ward: 08

Parcel Number: 02533010

Leased Square Feet: 10,000 (rentable space)

Use: General Office Purposes Commercial Building/Leased Space

Cost Value for remainder of lease: \$606,666.50 (September 1, 2025- December 31, 2028)

**Subject to the terms of the above referenced lease agreement at the following rate shown below:**

Lease Period	Annual Base Rent	Installment of Base Rent	Monthly Rental Rate per Rentable Square Foot
January 1, 2025 – December 31, 2028 (Current)	\$260,000.00	\$21,666.66	\$26.00

Pursuant to a board vote of the EDIC on December 12, 2024 authorizing the transfer of the lease to the City of Boston, the Commissioner of the Property Management Department, acting by and through the Public Facilities Commission, be and hereby is, authorized to enter into the above referenced Notice of Assignment and Assignment of Assumption of Lease Agreement commencing on the date of execution through December 31, 2028.

WHEREAS, the Public Facilities Commission, by virtue of the requirements contained in Section 3(f)(ii) of Chapter 642 of the Acts of 1966 has the authority to delegate any of its powers or functions to any other department or officer of the City of Boston and such officer or department is authorized and directed to accept such delegation and exercise the power and perform the function so delegated; and

WHEREAS, the Public Facilities Commission, by virtue of the requirements contained in Section (3)(f)(v) of Chapter 642, of the Acts of 1966, has the power and authority to make and execute all contracts and instruments and do all things necessary or convenient for the exercise and fulfillment of the Commission’s powers, duties and responsibilities pursuant to this act; and



WHEREAS, the provisions of St.1909, C.486, s.31A (as appearing in St.1966, C.642, s.12) authorizes the Public Facilities Commission, without obtaining the consent of any other board or officer or further authority, in the name of the City, to acquire for any municipal purpose a fee simple absolute or any lesser interest in any land, public or private, within the limits of the City;

NOW, THEREFORE, BE IT VOTED: That the Commissioner of the Property Management Department be, and hereby is, authorized to execute and deliver all contracts, documents or other instruments, which are approved as to form by the Corporation Counsel for the City of Boston when such are deemed necessary or appropriate to effectuate the purposes of this vote, and to record and file any and all of the required documents concerning the same with the Suffolk Registry of Deeds and/or the Suffolk Registry District of the Land Court.

**NOTE:** Lee Bonner addressed the Commission and provided an overview of the project.

**NOTE:** No questions were raised by the Commission.

**NOTE:** On a motion duly made, a roll call vote was conducted. Chair Craven: yes; and Commissioner Wright: yes. The vote was unanimously approved.

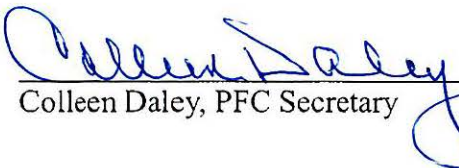
**Exhibits:** August 27, 2025 project background memorandum.

**NOTE:** On a motion duly made and seconded, the meeting was adjourned.

**NOTE:** A recording of this August 27, 2025 Public Facilities Commission Meeting is available at the web address of [https://boston.granicus.com/player/clip/10431?view\\_id=1&redirect=true](https://boston.granicus.com/player/clip/10431?view_id=1&redirect=true).

A True Record.

The meeting commenced at 10:06 a.m. and adjourned at 10:15 a.m.

  
Colleen Daley, PFC Secretary