BUFFALO URBAN RENEWAL AGENCY
920 City Hall, 65 Niagara Square
Buffalo, New York 14202-3376
Phone: 716-851-2872
Byron W. Brown, Chairman
Brendan R. Mehaffy, Vice Chairman

CITY OF BUFFALO URBAN RENEWAL AGENCY
BOARD OF DIRECTORS MEETING

Thursday, August 4, 2022
9:00 a.m.

VIA WEBEX VIDEO
https://cityofbuffalourbanrenewalagency.my.webex.com/cityofbuffalourbanrenewalagency.my/j.php?MTID=md861cebb5999bae2c4eb7ad8160a6446
Meeting number: 2557 598 5249
Password: 6bCmjyShq92
(62265974 from phones and video systems)

JOIN BY VIDEO SYSTEM
Dial 25575985249@webex.com
You can also dial 173.243.2.68 and enter your meeting number.

JOIN BY PHONE
+1-415-655-0001 US Toll
Access code: 255 759 85249

1.0 CALL TO ORDER

2.0 READING OF THE MINUTES OF July 7, 2022 *(Action)*

3.0 MONTHLY REPORTS
3.1 Financial Control of Agencies Update *(Information) (Tracy Cooley)*
3.2 Communications Update *(Information) (Angelica Morrison)*

4.0 NEW BUSINESS

4.1	Approval of the New Collective Bargaining Agreement between the City of Buffalo Urban Renewal Agency and The Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO	*(Action) (Scott C. Billman) (Tracy Cooley)*
4.2	Revised Four Year Plan	*(Action) (Tracy Cooley)*
4.3	Eight Days of Hope Residential Repair and Maintenance Program (2022- 2026)	*(Action) (Scott C. Billman)*

5.0 Executive Session

6.0 Adjournment *(Action)*

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CITY OF BUFFALO URBAN RENEWAL AGENCY
Board Of Directors Meeting

Thursday, July 7, 2022 at 9:30 a.m.

VIA WEBEX VIDEO
https://cityofbuffalourbanrenewalagency.my.webex.com/cityofbuffalourbanrenewalagency.my/j.php?MTID=m1871fa53df77431f3f601c0df81ac1c1
Meeting number: 2555 259 0142
Password: mThiKcpH338 (68445274 from phones and video systems)

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Access code: 255 525 90142

MEETING DATE: July 7, 2022

MEMBERS PRESENT: Mayor Byron Brown
Council President Pridgen
Brendan R. Mehaffy
Cavette Chambers, Corporation Counsel
Council Member Golombek
Council Member Nowakowski

MEMBERS EXCUSED: Commissioner Donna Estrich

SECRETARY: Scott C. Billman

OTHERS PRESENT: Yvonne McCray, BURA Director of Housing, Tracy Cooley, BURA Deputy Director of FCA, Angelica Morrison, BURA Communications Manager, Hope Young Watkins, Director of Real Estate, Christine Marino, Tony Chestnut, Joanne Kearns, Pam Walker-Jarmon, Evelyn Rodriguez, Ronald Dixon, Jessica Starks, Delano Dowell, Anthony Sheppard, Autumn Tonnesen, Daniel Pszonak, Michael Godfrey, Pamela Jackson, Tashene Eubanks

1.0. Mr. Mehaffy called the meeting to order at 9:35 am.

2.0 Mayor Brown made the motion to waive the reading of the minutes of the March 24, 2022 meeting, seconded by Council Member Golombek and carried unanimously.

3.0 **FINANCIAL CONTROL OF AGENCIES (Information)**

3.1. Ms. Cooley, Director of FCA (Financial Control of Agencies) did not present a report as FCA was in the process of assembling year end

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COMMUNICATIONS UPDATE (Information)

3.2 Ms. Morrison, BURA Communications Manager, provided an update to the Board.

4.0 New Business

4.1 Apartments at the Lyceum-Community Services for Every1, Inc., Developer (Action)

Agency members approved a request to allocate an amount not to exceed $760,000 in HOME funds for the project. The funds will be allocated to the developer, or an entity formed by the developer for the specific completion of the project at 97 Swinburne. Ten Thousand ($10,000) of the not to exceed amount will be utilized for Project Delivery Costs. Community Services for Every1, Inc. (CSE1) proposes to develop a $21 million-dollar affordable rental housing project at 97 Swinburne Street. They are requesting $750,00 in HOME funds. Apartments at the Lyceum Project comprises the adaptive reuse of the historic St. John Kanty School building and the redevelopment of ten (10) adjacent City owned vacant lots. The Lyceum building is a 69,000 square foot, three-story masonry building that will be adapted to house forty-two (42) residential units along with developed commercial space. The ten vacant City owned lots (51-81 Swinburne St.) are directly adjacent to the Lyceum building and total approximately .77 acres. The vacant lots will be used to create off-street parking for tenants and guests, along with greenspace featuring gardens and a playground.

Apartments at the Lyceum will adapt the historic building to create thirty-one (31) one-bedroom and eleven (11) two-bedroom apartments targeted to households at or below 50% and 60% of Area Median Income. Of the forty-two (42) total units, twelve (12) units will be set aside for survivors of domestic violence ready to move to permanent supportive housing, five (5) units will be adapted for those living with mobility impairments, three (3) units will be adapted for those living with hearing/visual impairments, and twenty-seven (27) units will be considered visitable (defined as a unit with zero step entrance, wide interior doors). A total of eleven (11) units will be HOME-assisted. The existing kitchen, cafeteria, and activity room will receive modest renovations for use as commercial space. CSE1 will master lease the space to establish a new service hub site to enhance the delivery of two of its most sought-after services: afterschool, weekend, and summer respite services; and dynamic prevocational services. The St. John Kanty Parish will sublease the commercial space to prepare baked goods/meals related to cultural/religious events and parish fundraisers.

Motion made by Council President Pridgen to approve the allocation of funds for item 4.1, seconded by Council Member Nowakowski and carried unanimously.

4.2 Community Partnerships Initiative (CPI) Budget Modification & Time Extension #5

Agency members approved a request to approve a contract budget modification and time extension for the four Community Based Organizations (CBO) currently administering the programs and services associated with the Community Partnerships Initiative (CPI) contract. The four agencies are Heart of City Neighborhoods, Inc., Polish Community Center (Lt. Col. Matt Urban Center), Old First Ward Community Association, Inc. and University District Community Development Association, Inc. This modification will allow BURA to issue a Request for Proposals (RFP) and will permit adequate time for the review of the responses received and the selection of the housing organizations to administer the CPI programs and services. Additionally, the time extension will allow for no interruption of the administration of the various program offerings available to the residents of the City of Buffalo. The original contract dates of November 1, 2020, through June 30, 2022, have been revised to

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include a two-month contract time extension. The revised contract dates will be November 1, 2020, through August 31, 2022. The revised CBO contract budgets were determined by reviewing current program activities and existing contract balances. The Community Development Block Grant (CDBG) funding amount, previously set at $636,100.01, will be amended to $682,000.01 with the increase of funds in the amount of $45,900. There will be no change in the budget amount of the Community Development Block Grant CARES (CDBG-CV) and New York State Office of Temporary and Disability Assistance funds.

Motion made by Corporation Council Chambers to approve the modification and time extension for item 4.2 seconded by Council Member Nowakowski and carried unanimously.

4.3 Consulting Services with Mullin & Lonergan Associates for the HOME American Rescue Plan ("HOME-ARP") Allocation Plan

Agency members approved a request to consult with Mullin & Lonergan Associates to assist BURA in the creation of a HOME-ARP Allocation Plan required by HUD. In May 2022 BURA released a Request for Proposals for consulting services to assist BURA in the creation of a HOME-ARP Allocation Plan required by HUD. BURA will be the subrecipient of HOME- ARP funds which are intended to address the need for homelessness assistance and supportive services across the City. The Allocation Plan will describe how BURA intends to distribute HOME- ARP funds including how it will use these funds to address the needs of HOME-ARP qualifying populations. BURA received four responses to the RFP and the RFP review committee recommends Mullin & Lonergan Associates based on their extensive staff experience in creating Allocation Plans, capacity of their planning team, thoroughness of their proposal, clarity of services they can offer, and price competitiveness. Mullin & Lonergan Associates is a housing and community development consulting firm. Their clients include local units of government (boroughs, townships, cities, counties, states), HOME PJs, Continuums of Care, public housing authorities, nonprofit organizations, planning agencies, state housing finance agencies, and economic development organizations. In addition, their experience includes 23 active contracts for the creation of HOME-ARP Allocation Plans. Contract and scope of work negotiations with Mullin & Lonergan Associates will include providing technical assistance to staff for the creation of the HOME-ARP Allocation Plan. In addition, Mullin & Lonergan Associates will assist with assist with the ensuring the HOME-ARP Allocation Plan meets HUD regulatory requirements. The fee structure for technical services will be a not-to-exceed contract of $50,050.00 based on the staff hourly rates provided in Mullin & Lonergan Associates proposal.

Motion made by Mayor Brown to approve Item 4.3, to have Mullin & Lonergan Associates assist BURA with the creation of a HOME-ARP Allocation Plan, seconded by Corporation Council Chambers and carried unanimously.

Adjournment

There being no further business to discuss, Council President Pridgen made the motion to adjourn the meeting, seconded by Mayor Brown and carried unanimously. The meeting was adjourned at 10:00 am.

Scott C. Billman

Scott C. Billman, BURA Secretary Reported by Risë Geller

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Buffalo Urban Renewal Agency
920 City Hall, 65 Niagara Square
Buffalo, New York 14202-3376
716-851-2872
Byron W. Brown, Chairman
Brendan R. Mehaffy, Vice Chairman

BOARD ITEM

TO:	BURA Board of Directors
BURA MEETING DATE:	August 4, 2022
FROM:	Scott C. Billman
PREPARER PROOFREAD FOR ACCURACY BY:	Tracy Cooley and Scott C. Billman
BURA BOARD ITEM LOG NO.:	4.1
ITEM:	Approval of the New Collective Bargaining Agreement between the City of Buffalo Urban Renewal Agency and The Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO, CSEA Unit 815-6707

PROPOSED BOARD ACTION:
The City of Buffalo Urban Renewal Agency ("BURA") Board is requested to approve the new Collective Bargaining Agreement ("CBA") between BURA and the Civil Service Employees Association, Inc., Local 1000, CSEA Unit 815-6707 ("CSEA"). The Tentative Agreement was entered into by the parties on July 15, 2022 (Tentative Agreement). The CSEA membership voted to ratify the Agreement on July 18, 2022. The new collective bargaining agreement shall incorporate the negotiated provisions contained in the Tentative Agreement and be effective for the period of July 1, 2022 thru June 30, 2026.

A copy has been provided to The Buffalo Fiscal Stability Authority ("BFSA") for their analysis.

The substantive modifications and or changes are as follows:

1. **DURATION:** Four (4) years (July 1, 2022, thru June 30, 2026)
2. **SALARIES:** (Cost of Living Increases)
   - **YEAR ONE:** 2% **YEAR THREE:** 3%
   - **YEAR TWO:** 3% **YEAR FOUR:** 3%

3. Beginning in 2023, annual performance reviews will be conducted of all employees by management. Based upon the reviews, employees will be eligible, at management's discretion, for performance bonuses. Performance bonuses can range, based upon review score and years of service, from $250.00 -$3,500.00. For 2022, there will be a one time payment with the COLA based upon years of service./

4. Longevity payments are no longer paid each year but only to the employee upon reaching five years of service and each subsequent five year increment of employment with the Agency.

5. A formal discretionary severance pay policy is created. The policy allows management to offer, at it's discretion, severance to those employees upon retirement, layoff or resignation. Pursuant to HUD Regulations, such a policy allows, but does not require, the use of federal administrative funds.

6. A remote work policy is created which allows management to determine employee options to work remote and the conditions of such remote work.

7. New hires will now contribute 30% to healthcare upon retirement (this is a 5% increase for new hire's contribution from the current CBA).

A copy of the Tentative Agreement is attached.

RECOMMENDED ACTIONS:

- ☐ Approval
- ☒ Approval with Conditions (state conditions below)
- ☐ Disapproval
- ☐ HUD Release of Funds

Conditions:
Approval conditioned upon BFSA determination that the agreement is reasonable based upon BURA's projected revenues.

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1. Environmental Review

SEQR

Type II
No Further Review Required ☒

Unlisted
☐ Negative Declaration

☐ Positive Declaration

☐ Conditional Negative Declaration

Type 1

☐ Lead Agency Designation

☐ Negative Declaration

☐ Positive Declaration

☐ Finding Statement

NEPA
Review Required ☐ Yes ☒ No

☐ Continued Relevance

☒ Exempt

☐ Exempt CE

☐ Categorical Exclusion (CE)

☐ Full Assessment

☐ HUD Release of Funds

Michael J. Godfrey 7/25/2022

Michael Godfrey **Date**

2. Federal Labor Standards:
Davis-Bacon Required ☐ Yes ☐ No ☐ N/A

Harold Cardwell 7/25/2022

Harold Cardwell **Date**

Section 3 Required ☐ Yes ☐ No ☐ N/A

Harold Cardwell 7/25/2022

Harold Cardwell **Date**

Additional Background Information: N/A

3. Fiscal Impact:

☐ Revenue: _____

☐ Disbursement(s):_____

☒ Other (explanation if needed): Estimated cost increase over the 4 years of $715,264

Project Budget Attached: ☐ Yes ☐ No ☒ N/A
(mandatory for all CDBG expenditures)

Tracy Cooley
Tracy Cooley, FCA

7/25/2022
Date

4. Project/Program meets the following National Objectives:

☐ Low-Moderate Income Benefit Address:

☐ Removal of Slum & Blight Census Tract:

5. Attachments:

☐ Project Location Map ☐ Project Budget

☐ Project Pictures/Drawings ☐ Other

6. Approvals:

Approved for submittal to Board:

Delano Dowell
Delano D. Dowell, Commissioner of Admin, Finance, Policy, & Urban Affairs

7/25/2022
Date

Approved to form:

Scott C. Billman
Scott C. Billman, BURA General Counsel

7/25/2022
Date

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CSEA Unit 815-6707
City of Buffalo Urban Renewal Agency
&
Buffalo Urban Renewal Agency
Tentative Agreed Upon Items
July 2022

Modify article 5.7 to read "The Agency agrees to furnish and maintain electronic postings on the Buffalo Urban Renewal website and to provide postings electronically via email."

Modify Section 6.2 to read "In filling announced jobs, qualified BURA employees will be given preference before filling the job from the outside. All qualified BURA employees for the position will be offered an initial interview. Such considerations will be reasonable and will take into account annual reviews, evaluations, education, relevant work experience and good attendance records. [rest remains the same]"

Modify Section 16.2 – Fourth Stage – last line to read

If the parties cannot agree, the matter will be submitted to an impartial arbitrator to be mutually agreed upon by both parties. The arbitrator shall issue a decision within thirty (30) days after conclusion of the hearing. In the event that the parties are unable to agree upon an impartial arbitrator within ten (10) days, then the party or parties shall apply to the Arbitration Section of the NYS Public Employment Relations Board who shall appoint an arbitrator to hear the matter.

SECTION 19.1 – ENTITLEMENT

Employees who are required to use their personal automobiles on Agency business shall receive mileage reimbursement at the rate set by the Federal Internal Revenue Service.

Employees in the following titles shall receive a daily auto allowance:

- Senior Project Manager for New Housing
- Project Manager
- Supervisor of Building Construction II

Employees in the above titles shall be compensated at the rate of twenty-two dollars ($22.00) per day (on days in which over four hours are spent in the field); half days (days in which less than four hours are spent in the field) will be reduced to eleven dollars ($11.00). Those who receive a daily allowance and are required to travel to more than one work or project location on the same workday shall be compensated at the rate of twenty-two dollars ($22.00) per day regardless of the total amount of hours in the field.

Additionally, employees who are required to use their personal automobiles on Agency business shall also be reimbursed for all reasonable parking fees incurred as a result of the use of a personal automobile for Agency business. Reimbursement under this Section excludes parking fees incurred by the employee as a result of commuting to the workplace.

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A quarterly Auto allowance stipend of three hundred seventy-five dollars ($375) for Maintenance employees shall be paid beginning the first quarter after ratification of the agreement.

Bonus Pay Policy

The Buffalo Urban Renewal Agency "BURA", "the Agency") and or senior leadership are always seeking ways to incentivize and reward outstanding performance within our teams. Management will consider awarding discretionary bonuses to employees, on an individual basis, based on management's sole discretion after conducting annual performance reviews from a dedicated funded source guaranteed for the term of this contract. After confirmation of available resources, all bonuses are awarded at management's sole discretion and are subject to approval by the Agency's current Management.

Outcomes will be rated, and bonuses distribute on the following schedule:

	Year of Service 1-3 years	Year of Service 4-6 years	Year of Service 7-9 years	Year of Service 10+ years
Unsatisfactory performance (7-13) *required professional development	$250	$250	$250	$250
Satisfactory performance (14-20)	$1000	$1500	$2000	$2500
Above average performance (21-23)	$1500	$2000	$2500	$3000
Excellent performance (24-28)	$2000	$2500	$3000	$3500

All employees will receive the minimum bonus of $250 amount unless they have sustained charges prior to the fiscal year.

First year of this bonus based on performance is the FY 2023-2024 year, for FY 2022-2023 year we will follow the one-time bonus schedule used for FY 2021-2022.

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Annual Performance Review

The Agency's management will conduct annual performance appraisals with staff to determine needs for professional development or opportunities for bonus pay. These reviews are to be used solely for these indicated outcomes and will not trigger disciplinary proceedings unless performance itself triggers disciplinary proceedings based on Article 17 of this agreement.

Section 18.3 Increment Steps

Amend section 18 to remove "based on recommendation of the respective division head" and read "based on recommendation of **Agency Management** ~~the Agency's Manager regarding Operations~~ after a review is conducted ~~and division head is consulted~~."

Salaries:

For the fiscal years commencing July 1, 2022 and ending June 30, 2023, the salary for each position represented by the Union shall be increased by two (2.0%) percent. To be paid retroactively.

For the fiscal year commencing July 1, 2023 and ending June 30, 2024, the salary for each position represented by the Union shall be increased by three (3.0%) percent.

For the fiscal year commending July 1, 2024 and ending June 30, 2025, the salary for each position represented by the Union shall be increased by three (3.0%) percent.

For the fiscal year commending July 1, 2025 and ending June 30, 2026, the salary for each position represented by the Union shall be increased by three (3.0%) percent.

SECTION 18.4 – LONGEVITY

Modify Section 18.4 Longevity to read (remove the first paragraph of 18.4 an omit the rest of 18.4) Then to read "On the anniversary date of the employee's 5th, 10, 15th, 20th, 25th, 30th, and 35th anniversary the employee will receive a one-time payment as set forth in Column II below, in addition to their salary. The employee shall be paid on the payroll immediately succeeding employee's anniversary date of hire."

Effective July 1, **2022** ~~2000~~, each employee who has completed the years of service set forth in Column

I below shall receive on anniversary dates stated above ~~annually~~, in addition to his/her salary & bonus, the payment set forth in Column II.

COLUMN I	COLUMN II
5 years	$ 700.00
10 years	$ 1025.00

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15 years	$ 1,350.00
20 years	$ 1,675.00
25 years	$ 2000.00
30 years	$ 2325.00
35 years	$ 2650.00

Severance Pay Policy

Effective July 1, 2022, in the event of an employee departing the Agency by reason of resignation, layoff or retirement, employee's Agency Management ~~Director and BURA's management~~ will consider, on a case-by-case basis, extending an offer of a severance package to affected employee(s). Severance packages will be a minimum of $10,000 and in the case of employees who have worked more than 15 years, the severance payment from BURA will match their accrued time payout.

-

For employees with more than 15 years employment with the Agency, the match of their accrued time payout as Severance Pay will not be at management discretion but will be approved if the employee provides at least sixty (60) days written notice of their intent to retirement and or resign and management and the employee mutually agree to a written transition plan to facilitate the efficient transfer and/or training of the employee's duties and responsibilities. At management's discretion, the Agency may enter into a consultant agreement to satisfy the written transition plan stated above.

-

Each severance package developed and offered by BURA is unique and any previously developed and/or offered package shall not be construed as a precedent as to the contents of future packages to be developed and/or offered.

-

After confirmation of available resources, each severance agreement developed an d offered by BURA must be approved and executed by the Agency's Management ~~inclusive of the Agency's General Counsel~~ before extended to the affected employee(s). The affected employee(s) must execute and return the original agreement in accordance with the instructions contained within the agreement.

-

The Severance Agreement must be approved within (15) fifteen working days of an employee's notification of retirement, resignation and/or layoff.

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Retirement Health Insurance

Health Insurance: After ratification date of contract New Hires will pay 30% of the employee's Retirement Health Insurance cost.

Remote Work Policy

Defines Remote Work Assignment, Work Rules, Workspace Requirements for Remote Work, and Conditions for Remote Work to be Assigned and Maintained.

Please see handout

;

DURATION

This contract shall take effect on July 1, **2022** ~~2020~~ and continue full force and effect until June 30, **2026** ~~2022~~.

Both parties acknowledge that acceptance of individual proposals is subject to final overall tentative agreement by the parties. The tentative agreement on all issues is not final and binding until it has been ratified by the membership of CSEA and approved by the Buffalo Urban Renewal Agency.

Scott C. Billman

Scott Billman

General Counsel, BURA

Buffalo Urban Renewal Agency

Sharon Ivey

Labor Relations Specialist

CSEA, Unit 815-6707

Buffalo Urban Renewal Agency
920 City Hall, 65 Niagara Square
Buffalo, New York 14202-3376
716-851-2872
Byron W. Brown, Chairman
Brendan R. Mehaffy, Vice Chairman

BOARD ITEM

TO: BURA Board of Directors

BURA MEETING DATE: August 4, 2022

FROM: Tracy Cooley

PREPARER PROOFREAD FOR ACCURACY BY: Scott C. Billman

BURA BOARD ITEM LOG NO.: 4.2

ITEM: Approval of the Revised BURA Budget and Four-Year Plan

PROPOSED BOARD ACTION:

This Item seeks review and approval of the Revised Budget and Four-Year Plan.

- Projected BURA 2022-2023 CDBG Budget: $7,902,300
- Projected BURA HOME 2022-2023 Budget: 3,814,259
- Projected BURA 2022-2023 CDBG CV (Coronavirus) Budget: $8,000,000
- Projected BURA 2022-2023 Lead Hazard Grant Budget: $700,000
- Projected BURA 2022-2023 ERAP Grant Budget: $1,200,000
- Projected BURA 2022-2023 Non-Federal Budget: $971,660
- Projected BURA 2022-2023 HOME and City ARP Budgets: $6,700,000

BURA is budgeted at a staffing level of 41. There are seven (7) vacant positions projected in this budget.

Total Projected costs of salaries and fringe in FY 2022-2023 is $4,203,140. Fringe rates are assumed at a rate of 55-57% of salaries over the course of the four (4) year plan based on average historical rates of health care costs, employer pension contributions and other miscellaneous employee benefit costs.

Professional Services and Supplies have been projected to be $1,219,099 which covers the operational costs of BURA including insurances, supplies, maintenance of BURA owned properties, legal costs, consulting contracts and other miscellaneous items.

In addition, the four- year plan assumes the following:

- Bonus amounts for budget years 2023-2026 were estimated and will be paid out over the course of the plan based on performance outcomes and years of service.
- Exempt staff do not receive annual Cost of Living Adjustment's but rather will be given annual increases based on performance.
- Additional staff will be hired to assist in the administration of the HOME ARP, City ARP and Health Equity grants.

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CITY OF BUFFALO URBN RENEWAL AGENCY
OPERATING BUDGET & FOUR YEAR PLAN (revised version 7-28-22)

FOR THE FISCAL YEARS **ENTITLEMENT & GENERAL FUND OPERATING BUDGETS**	2022-2023	2023-2024	2024-2025	2025-2026	
Grant Revenues and Related Income					
Community Development Block Grant (CDBG)	$ 6,902,300	$ 7,056,300	$ 7,213,380	$ 7,213,380	$ -
CDBG Interest/Rental Income	$ 200,000	$ 200,000	$ 200,000	$ 200,000	
HOME Investments Partnership Program	$ 3,814,259	$ 3,890,544	$ 3,968,355	$ 3,968,355	
CDBG Program Income	$ 800,000	$ 800,000	$ 800,000	$ 800,000	
HOME Program Income	$ 250,000	$ 250,000	$ 250,000	$ 250,000	
CDBG CV	$ 8,000,000	$ 170,000	$ -	$ -	
ERAP	$ 1,200,000	$ -	$ -	$ -	
Lead Hazard Grant Income	$ 700,000	$ 700,000	$ 300,000	$ -	
Evans Fund	$ 15,000	$ 15,000	$ 15,000	$ 15,000	
Cities Rise	$ 374,160	$ 355,840	$ -	$ -	
City ARP AHAF	$ 5,825,000	$ 4,000,000	$ 1,237,500	$ 1,237,500	
Healthy Equity Grant	$ 375,000	$ 600,000	$ 525,000	$ 500,000	
HOME ARP	$ 500,000	$ 1,500,000	$ 2,000,000	$ 2,000,000	
General Fund Revenues	$ 569,000	$ 544,000	$ 544,000	$ 544,000	
	$ 29,524,719	$ 20,081,684	$ 17,053,235	$ 16,728,235	
Grant Expenditures					
CDBG Crime Prevention	$ 202,300	$ 202,300	$ 202,300	$ 202,300	
CDBG ER Loan Program Costs	$ 3,700,000	$ 3,774,000	$ 3,849,480	$ 3,849,480	
CDBG Program Delivery	$ 1,800,000	$ 1,836,000	$ 1,872,720	$ 1,872,720	
CDBG CV Program Costs	$ 6,000,000	$ 100,000	$ -	$ -	
CDBG CV Program Delivery	$ 1,600,000	$ 50,000	$ -	$ -	
ERAP Program	$ 1,100,000	$ -	$ -	$ -	
Lead Hazard Program Costs	$ 700,000	$ 700,000	$ 300,000	$ -	
HOME CHDO	$ 100,000	$ 100,000	$ 100,000	$ 100,000	
HOME Program Delivery	$ 55,000	$ 55,000	$ 55,000	$ 55,000	
HOME Program Costs	$ 3,502,833	$ 3,571,490	$ 3,641,520	$ 3,641,520	
Cities Rise	$ 374,160	$ 355,840	$ -	$ -	
Evans Fund Program Costs	$ 15,000	$ 15,000	$ 15,000	$ 15,000	
Health Equity Program Costs	$ 375,000	$ 600,000	$ 525,000	$ 500,000	
HOME ARP Program Costs	$ 250,000	$ 1,245,000	$ 1,739,900	$ 1,739,900	
City ARP AHAF Program Costs	$ 5,575,000	$ 3,745,000	$ 977,400	$ 977,400	
	$ 25,349,293	$ 16,349,630	$ 13,278,320	$ 12,953,320	
Admin & Planning Costs					
CDBG Admin @20% cap (on total CDBG Award less City Portion) including Program Income	$ 2,200,000	$ 2,244,000	$ 2,288,880	$ 2,288,880	
CDBG CV Admin	$ 400,000	$ 20,000	$ -	$ -	
HOME Admin Costs @10% cap including Program Income	$ 406,426	$ 414,054	$ 421,836	$ 421,836	
ERAP Admin	$ 100,000	$ -	$ -	$ -	
HOME ARP Admin	$ 250,000	$ 255,000	$ 260,100	$ 260,100	
City ARP AHAF Admin	$ 250,000	$ 255,000	$ 260,100	$ 260,100	
General Fund Costs	$ 569,000	$ 544,000	$ 544,000	$ 544,000	
	$ 4,175,426	$ 3,732,054	$ 3,774,916	$ 3,774,916	
	$ 29,524,719	$ 20,081,684	$ 17,053,235	$ 16,728,235	
Variance	0	0	0	0	
BURA Admin Costs					
CDBG Salaries and Fringe	$ 1,715,332	$ 1,766,792	$ 1,819,795	$ 1,874,389	
CDBG Overhead	$ 484,668	$ 477,208	$ 469,085	$ 414,491	
CDBG CV Salaries and Fringe	$ 105,651	$ 20,000	$ -	$ -	
CDBG CV OH	$ 294,349				
HOME Salaries and Fringe	$ 406,426	$ 414,054	$ 421,836	$ 421,836	
ERAP Admin	$ 100,000	$ -			
HOME ARP Salaries and Fringe	$ 244,794	$ 249,690	$ 254,684	$ 254,684	
HOME ARP OH	$ 5,206	$ 5,310	$ 5,416	$ 5,416	
City ARP Salaries and Fringe	$ 221,829	$ 226,266	$ 230,791	$ 229,157	
City ARP OH	$ 28,171	$ 28,734	$ 29,309	$ 30,943	
General Fund Salaries and Fringe	$ 162,295	$ 165,541	$ 168,852	$ 168,852	
General Fund Overhead	$ 406,705	$ 378,459	$ 375,148	$ 375,148	
	$ 4,175,426	$ 3,732,054	$ 3,774,916	$ 3,774,916	
Variance	$ (0)	$ -	$ -	$ -	

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Buffalo Urban Renewal Agency
920 City Hall, 65 Niagara Square
Buffalo, New York 14202-3376
716-851-2872
Byron W. Brown, Chairman
Brendan R. Mehaffy, Vice Chairman

BOARD ITEM

TO:	BURA Board of Directors
BURA MEETING DATE:	August 4, 2022
FROM:	Scott C. Billman
PREPARER PROOFREAD FOR ACCURACY BY:	Autumn Tonnesen
BURA BOARD ITEM LOG NO.:	4.3
ITEM:	Eight Days of Hope Residential Repair and Maintenance Program (2022- 2026)

PROPOSED BOARD ACTION:
This item requests authorization to enter into a subrecipient agreement with the City for the administration of a $750,000 subaward to benefit Eight Days of Hope for calendar years 2022 through 2026. The program will be funded with proceeds from the American Rescue Plan (ACT ARPA). Grant funds will be made available to Eight Days of Hope annually, not to exceed $150,000 per twelve-month period, BURA will track activity performance to evaluate project impact and confirm compliance.

Eight Days of Hope provides residential home repairs in the City of Buffalo at no cost to the homeowners and/or residents. The work includes, but is not be limited to, roof repairs and replacement, exterior/interior painting, installation of drywall, landscaping, porch repair and general carpentry work. In addition, Eight Days of Hope, in consultation with the City of Buffalo Department of Public Works, Parks and Streets, performs beautification work in parks and along streets as well as improvements in community centers. These activities are part of an comprehensive effort by Eight Days of Hope to impact a different neighborhood every year in the City of Buffalo. This year Eight Days of Hope will be focused on the Broadway-Fillmore neighborhood.

The Grant Funds will be utilized by Eight Days of Hope for program expenses related to:

1. Construction materials;
2. On site dumpster service and removal of same;
3. Security at the location of the work; and
4. Freight, fuel, and signage required to complete the work.

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The ARPA-funded grant to Eight Days of Hope will improve low-income housing and overall conditions in low-income neighborhoods in the City of Buffalo. BURA will administer the subaward for the City of Buffalo.

The Board is asked to authorize BURA to enter into a subrecipient agreement with the City of Buffalo for the administration of the aforementioned activity and subaward for Eight Days of Hope and to enter into a Subaward Agreement with 8 Days of Hope to allow disbursement of the Grant Funds.

RECOMMENDED ACTIONS:

- ☒ Approval
- ☐ Approval with Conditions (state conditions below)
- ☐ Disapproval
- ☐ HUD Release of Funds

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1. Environmental Review

SEQR

Type II
No Further Review Required [X]

Unlisted
[ ] Negative Declaration

[ ] Positive Declaration

[ ] Conditional Negative Declaration

Type 1

[ ] Lead Agency Designation

[ ] Negative Declaration

[ ] Positive Declaration

[ ] Finding Statement

NEPA
Review Required [X] Yes [ ] No

[ ] Continued Relevance

[ ] Exempt

[X] Exempt CE

[ ] Categorical Exclusion (CE)

[ ] Full Assessment

[ ] HUD Release of Funds

Michael J. Godfrey 7/25/2022
Michael Godfrey **Date**

2. Federal Labor Standards:
Davis-Bacon Required [ ] Yes [ ] No [ ] N/A

Harold Cardwell 7/25/2022
Harold Cardwell **Date**

Section 3 Required [ ] Yes [ ] No [ ] N/A

Harold Cardwell 7/25/2022
Harold Cardwell **Date**

Additional Background Information: N/A

3. Fiscal Impact:

☐ Revenue: _____

☐ Disbursement(s):_____

☒ Other (explanation if needed): No Profit Loss Impact

Project Budget Attached: ☐ Yes ☐ No ☐ N/A
(mandatory for all CDBG expenditures)

Tracy Cooley 7/25/2022

Tracy Cooley, FCA **Date**

4. Project/Program meets the following National Objectives:

☐ Low-Moderate Income Benefit Address:

☐ Removal of Slum & Blight Census Tract:

5. Attachments:

☐ Project Location Map ☐ Project Budget

☐ Project Pictures/Drawings ☐ Other

6. Approvals:

Approved for submittal to Board:

Delano Dowell 7/25/2022

Delano D. Dowell **Date**
Commissioner of Admin, Finance, Policy & Urban Affairs

Approved to form:

7/25/2022
Scott C. Billman

Scott C. Billman, BURA General Counsel **Date**