

**CITY OF BUFFALO URBAN RENEWAL AGENCY
BOARD MEETING MINUTES
December 16, 2021**

Meeting held via Webex video conference at the following link:
<https://cityofbuffalourbanrenewalagency.my.webex.com/cityofbuffalourbanrenewalagency.my/j.php?MTID=mcf4ec1fe56f4059ab2fe96b7e8da02bf>

Meeting Audio was made available via the following number and access code:
+1-415-655-0001 US Toll
Access code: 255 116 34188

MEETING DATE: December 16, 2021

MEMBERS PRESENT: Brendan R. Mehaffy, BURA Vice Chairman
Council President Darius Pridgen
Commissioner Donna Estrich
Timothy Ball, Corporation Counsel
Council Member Joseph Golombek

MEMBERS EXCUSED: Mayor Byron Brown
Council Member Christopher Scanlon

SECRETARY: Scott C. Billman

OTHERS PRESENT: Yvonne McCray, BURA Director of Housing, Jenna Bichler, BURA Director of Operations, Tracy Cooley, BURA Deputy Director of FCA, Jessica Brown, Director of Administration & Finance, Dana Harris, Maria Melchiorre, Christine Marino, Tony Chestnut, Leslie Vishwanath, Pam Walker-Jarmon, Evelyn Rodriguez, Gina Granville, Julia Dutka, Bryce Link-BFSA

1. Mr. Mehaffy called the meeting to order at 9:35 am.
2. Mr. Ball made the motion to waive the reading of the minutes of the September 23, 2021 meeting, seconded by Commissioner Estrich and carried unanimously.

FINANCIAL CONTROL OF AGENCIES (Informational)

3a. Ms. Cooley, Director of FCA (Financial Control of Agencies) provided a fiscal update to the Board.

1. BURA PROPERTY DISPOSITION

4a. Acceptance of Negative Declaration and Authority to Sell the Real Property Located at address commonly known as 61 Terrace, Buffalo, NY

Agency Members approved a request for BURA to enter or enter into a Land Disposition Agreement (LDA) with Douglas Development Corporation (“Developer”) to sell any and all BURA owned parcels located at the address commonly known as 61 Terrace, Buffalo, NY (“Property”) for the appraised purchase price of \$1,071,000. At its meeting on September 24, 2020, the BURA Board approved the Redeveloper Designation for the BURA owned parcels at 61 Terrace to the Developer for a period of twelve (12) months beginning on October 1, 2020, and expiring on October 1, 2021. At its meeting on July 22, 2021, the BURA Board approved an extension of the Redeveloper Designation from October 1, 2021 and expiring on December 31, 2021. The Property consists of a .87 acre (37,897+ SF) commercially zoned site, of which the City of Buffalo owns approximately 10,439 SF and the Buffalo Urban Renewal Agency (BURA) holds title to approximately 27,458 SF. The Commissioner of Administration, Finance, Policy, and Urban Affairs shall be authorized to execute any necessary documents to transfer title to the Property which which shall be subject to Agency General Counsel review and

approval. Pursuant to Section 617.4(b)(4) of New York State's Environmental Quality Review Act, the transfer of title for the purposes this development is a Type I Action for which a Coordinated Environmental Review was completed. The City of Buffalo Planning Board, as Lead Agency, issued a Notice of Determination of Non-Significance that the impacts resulting from the proposed action will not have significant adverse effect on the quality of the environment. The Negative Declaration (determination of no significant impact on the environment) is enclosed for your review.

Motion made by Council President Pridgen to approve Item 4a, seconded by Commissioner Estrich and carried unanimously.

- 4b. Authority to transfer a portion of Frank Lloyd Wright Way (formally known as North Carroll Place)**
Agency Members approved a request for the City of Buffalo Urban Renewal Agency (BURA) to transfer any interest the Agency holds to a portion of Frank Lloyd Wright Way (formally known as North Carroll Place) to the City of Buffalo in order to resolve a title issue that arose during the due diligence period of the City sale of land near the Pierce-Arrow Museum Campus to The Buffalo Transportation Pierce-Arrow Museum (Purchaser). In order to complete and enclose the Pierce-Arrow Museum Campus, the Museum has asked the City to abandon Carroll Place and portions of Frank Lloyd Wright Way and Carroll Street. To resolve the title issue, the title company recommends the transfer of any and all interest of BURA to the City prior to abandonment. The portion of Carroll Place is a .47-acre parcel contiguous with neighboring properties that make up the Pierce Arrow Museum Campus. This item also seeks permission to execute any instruments/documents necessary to clear any title issue with regards to that encroachment which is requested by the City. The Commissioner of Administration, Finance, Policy, and Urban Affairs shall be authorized to execute any necessary documents to transfer title to the Property which shall be subject to Agency General Counsel review and approval.

Motion made by Council President Pridgen to approve Item 4b, seconded by Mr. Ball and carried unanimously.

5. RENT ASSISTANCE/ EVICTION PREVENTION PROGRAM

5a. ERAP Budget Updates for Partner Contract Modifications

Agency Members approved a modification to adjust the scope of services for existing rent assistance partners and approved entering into new contracts with Erie Regional, Neighborhood Legal Services, Jericho Road, Metro CDC, and Harvest House. The contract modifications will allow the BURA funded rent assistance partner agencies to assist with the administration of the Emergency Rental Assistance Program (ERAP), operated by New York State Office of Temporary and Disability Assistance (NYS OTDA). This program uses Treasury funds allocated to the City of Buffalo and administered by OTDA. The contract modifications will provide for up to 2,394 additional slots/applications available to residents of the City of Buffalo and the partners will be eligible to receive up to \$400.00 per application. 211 will receive funding for slots, plus funding to support central intake and referrals.

Motion made by Mr. Ball to approve Item 5a seconded by Council Member Golombek and carried unanimously.

6. COMMUNITY PARTNERSHIPS INITIATIVE (CPI)

6a. Budget & Scope of Services Modification #3

Agency Members approved a request for a contract budget and scope of services modification 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. The original contract dates of November 1, 2020 through October 31, 2021 have been revised to include a six-month contract extension. The revised contract dates will be November 1, 2020 through April 30, 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 \$450,500, will be amended to \$602,000.01 with the increase of funds in the amount of \$151,500.01. The Emergency Rental Assistance Program (ERAP) funding amount, previously set at \$40,000, will be amended to \$56,409.55, with the increase of funds in the amount of \$16,409.55. The contract modifications will allow the agencies to continue to participate in the Community Partnerships Initiative and assist with the administration of the various program offerings funded from Community Development Block Grant (CDBG), Community Development Block Grant CARES (CDBG-CV) and New York State Office of Temporary and Disability Assistance (OTDA – ERAP) for an additional six-month time period.

Motion made by Commissioner Estrich to approve Item 6a seconded by Mr. Ball and carried unanimously.

7. HOUSING REHAB PROGRAM, DELIVERY AND ADMIN

7a. Housing Rehabilitation Programs, Program Administration Belmont Housing Resources for WNY., Inc. Time Extension

Agency Members approved a request for a three (3) month time extension with no increase in funding for the existing executed agreement between BURA and Belmont Housing Resources for WNY Inc. for Program Management and Delivery of Services for the Housing Rehabilitation Programs. The original agreement was approved by the BURA board on December 14, 2017 with the agreement dates running from January 1, 2018 until December 31, 2018. The first amendment to the agreement was approved at the January 24, 2019 BURA Board Meeting to increase the funding under the agreement by \$350,000 and extend the termination date until December 31, 2019. The second amendment to the agreement was approved at the December 19, 2019 BURA Board Meeting to increase funding under the agreement by \$350,000 and extend the termination date until December 31, 2020. The third amendment for the above referenced agreement was approved at the October 29, 2020 and November 19, 2020 BURA Board Meetings to increase funding under the agreement by \$1,022,780.66 and extend the termination date until December 31, 2021.

Motion made by Council President Pridgen Item 7a seconded by Mr. Ball and carried unanimously.

8. NEW COLLECTIVE BARGAINING AGREEMENT

8a. Approval of the New Collective Bargaining Agreement between BURA and Local 1000, AFSCME, AFL-CIO

Agency Members approved a request for the City of Buffalo Urban Renewal Agency (“BURA”) Board to approve the new Collective Bargaining Agreement (“CBA”) between BURA and the Civil Service Employees Association, Inc., Local 1000 (“CSEA”). The Tentative Agreement was entered into by the parties on September 29, 2021 (Tentative Agreement). The CSEA membership voted to ratify the Agreement on November 29, 2021. The new collective bargaining agreement shall incorporate the negotiated provisions contained in the Tentative Agreement and be effective for the period of July 1, 2020 thru June 30, 2022. A copy has been provided to The Buffalo Fiscal Stability Authority (“BFSA”) for their analysis. The significant changes are as follows: 1. DURATION: Two (2) years (July 1, 2020, thru June 30, 2022). 2. SALARIES: • YEAR ONE: 2% • YEAR TWO: 2% . All qualifying union members who meet the minimum service requirements at the times of ratification of the agreement will receive a one time payment that will not increase their base salary based on years of service. Additionally, all qualifying union members who meet the minimum service requirements at the times of ratification of the agreement will receive a one time payment that will not increase their base salary based on years of service. 3. LONGEVITY: increase the payout amounts by \$300.00 per level. 4. BEREAVEMENT LEAVE: modified bereavement leave so that it may be take in one (1) or two (2) instances within a 6-month period of a loved one’s death. 5. LIFE INSURANCE: increase from \$10,000 to \$20,000 for payment upon death of the insured and the additional payout if the death is accidental; increase from \$4,000 to \$8,000 for payment upon the death of a spouse or each dependent. 6. PROTECTIVE AND FOUL WEATHER GEAR REIMBURSEMENT INCREASE: Employer agrees to provide industry standard PPE to covered titles

Motion made by Tim Ball to approve Item 8a seconded by Commissioner Estrich and carried unanimously.

9. HOME UPDATE (INFORMATIONAL)

Yvonne McCray, Housing Director, gave a general HOME update

10. OPERATIONS UPDATE (INFORMATIONAL)

Jenna Bichler, Director of Operations, provided an update to the Board.

11. Adjournment

There being no further business to discuss, Mr. Ball made the motion to adjourn the meeting, seconded by Commissioner Estrich and carried unanimously. The meeting was adjourned at 10:30 am.



Scott C. Billman, BURA Secretary

Reported By: Risë Geller