

**CITY OF BUFFALO URBAN RENEWAL AGENCY
BOARD MEETING MINUTES
901 CITY HALL**

MEETING DATE: December 19, 2019

MEMBERS AND OFFICERS PRESENT: Mayor Byron Brown
Council President Darius Pridgen
Brendan R. Mehaffy, Executive Director of Office of Strategic Planning
Timothy Ball, Corporation Counsel
Commissioner Donna Estrich
Council Member Joseph Golombek
Council Member Christopher Scanlon

MEMBERS ABSENT: Domenic Bonifacio

SECRETARY: Scott C. Billman

OTHERS PRESENT: Yvonne McCray, BURA Director of Housing, Tracy Cooley BURA Deputy Director of FCA, Theresa Farrell, Gina Granville, Leslie Vishwanath, Joanne Kearns, BURA, Marlies Weislowksi, Maya Shermer, Alissa Veaturini, Matt Urban, Eric Schiffman, Brad Packard Belmont, Kirsten Klette, Alissa Schnidle, Old first Ward, Jerome M. Nagy, Westside NHS, Anthony Williams Flare Inc., Terri Gayles UDCDA, Jennifer Carman, HOCN

1. Mayor Brown called the meeting to order at 9:40 am.
2. Mr. Mehaffy made the motion to waive the reading of the minutes of the November 21, 2019 meeting, seconded by Council Member Scanlon and carried unanimously.

3. **CDBG**

Agenda Item 3a - Housing Rehab Program- Program Delivery and Administration

Agency members approved a request for funding in the amount of \$350,000 and enter into a one year contract extension with Belmont Housing Resources of Western New York for the administration of the Owner Occupied Housing Rehab Program. The funds will support the Owner Occupied Housing Rehab Program for the administration of approximately 74 additional loans. The existing contract language provides the option to extend or renew the agreement for a maximum of three (3) additional one (1) year terms. This contract extension (1/1/20-12/31/20) is the second contract extension to the original 2018 contract.

Motion made by Commissioner Estrich to approve Item 3a, seconded by Mr. Ball and carried unanimously.

Agenda Item 3b - Budget Modification & Time Extension (2017-2020) Community Partnerships Initiative (CPI) Contract

Agency members approved a request to enter into a CPI contract for a time extension and budget modification with the Community Based Organizations (CBO) selected to administer the Community Partnerships Initiative contract. The six groups are: Fillmore Leroy Area Residents, Heart of City Neighborhoods, Lt. Col. Matt Urban Center, Old First Ward Community Association, University District CDA, and West Side NHS. The contract dates of July 1, 2017 through December 31, 2019 have been revised to include a six month contract extension. The revised contract dates are July 1, 2017 through June 30, 2020. The revised CBO contract budgets were determined by reviewing current program activities and existing contract balances. The funding amount, previously set at \$937,400, will be amended to \$1,123,300 with the increase of funds in the amount of \$185,900.

Motion made by Council Member Scanlon to approve Item 3b, seconded by Commissioner Estrich and carried unanimously.

Agenda Item 3c - Phase 2 Consulting Contract with the Asakura Robinson Company for Organizational Plan Implementation and Housing Vision Facilitation

Agency members approved a request to extend an existing contract between BURA and Asakura Robinson Company to extend and expand the scope of the Agreement at a cost of \$95,856.00 to provide Phase 2 Consulting for an Organizational Plan Implementation and Housing Vision Facilitation. The extended term will run for an additional twelve (12) month term. Asakura Robinson Company was selected through an RFP process and was chosen based on a combination of experience, responsiveness to BURA's needs, onsite engagement commitment, drafting a strategic plan that is adaptable and implementable, strong community engagement experience, research driven approach, and overall services to be provided.

Motion made by Mr. Mehaffy to approve Item 3c, seconded by Council Member Scanlon and carried unanimously.

Item 3d - Incremental Development Alliance Workshop

Agency members approved a request to enter into an agreement between BURA and The Incremental Development Alliance to preform workshops and boot camps at a cost not to exceed \$20,000. This cost includes recruitment lectures, travel, labor, and lunch. The Incremental Development Alliance is a not-for-profit Alliance of practitioners that trains small developers, helps citizens strengthen their own neighborhoods and helps city champions get the kind of development their communities want. The Alliance builds the capacity for locals to invest in their own neighborhoods, and to help institutions encourage that small scale development. It offers aspiring developers training and mentorship to help them take the first steps toward their small scale real estate development projects. It also coaches civic leaders on how to cultivate patient, healthy real estate development at scale accessible to locals, starting with supportive regulation.

Their services include:

One-Day Workshops – takes a big picture view of neighborhood-based development to help attendees analyze what makes a good project, how a building makes money, and how small developers interact with the broader ecosystem of professionals in the built environment. By the end of the Workshop, aspiring developers will feel more prepared to take the first steps on their own project. The workshop will serve as Phase I of this initiative and is specific to the Cold Springs/Masten Park community.

Small Developer Boot Camps – two-day Small Developer Boot Camps build on the foundational training from the one-day Workshops. The Boot Camp is an opportunity for participants to bring an actual project in front of seasoned small developers. The boot camp will serve as Phase II and is contingent upon the success of Phase I.

Motion made by Council Member Golombek to approve Item 3d, seconded by Council President Pridgen and carried unanimously.

4. OTHER

Agenda item 4a - Approval of Revisions Made to the City of Buffalo Urban Renewal Agency's 2019 Soil Removal/Replacement Policy

Agency members approved a request to adopt BURA's 2019 Soil Removal/Replacement Policy. The policy aims to promote and ensure the health and safety of occupants of residential construction supported by BURA funding from any and all known contaminants existing in the soil and/or fill that may exceed the acceptable levels per the applicable laws and regulations. The 2019 Soils Policy will ensure compliance with HUD's policy, Environmental Protection Act (EPA) standards, and the New York State Department of Environmental Conservation. This policy will also improve the financial feasibility of affordable housing projects by removing unnecessary steps that previous soils policies imposed on projects.

Motion made by Commissioner Estrich to approve item 4a, seconded by Council Member Scanlon and carried unanimously.

Agenda item 4b - Approval of Negative Declaration, Developer Designation, and Authority to sell the real property located at 853 Washington Street

Agency members approved a request for the City of Buffalo Urban Renewal Agency (BURA) to sell 853 Washington Street (property) and designate as Developer and enter into a Land Disposition Agreement (LDA) with Uniland Development Company and/or other legal entity (Uniland) to be formed for a purchase price of Two Million Dollars and 0/100 (\$2,000,000). The purchase price was established through an appraisal by KLW Group Appraisers of the property at current full market value.

The Property is currently utilized as a 125 car parking lot known as 853 Washington Street, which is on the northeast corner of Virginia Street and Washington Street extending into the northwest corner of Ellicott Street. The parking lot, located at the Buffalo Medical campus, consists of a 1.04 acres and was leased to Excellus Health Care Plan d/b/a Lifetime Health through a series of agreements that began in 1988. Uniland purchased 891-899 Main Street (a former Lifetime Health location) from Excellus in March 2019, and now offers to purchase 853 Washington Street. Lifetime Health terminated the lease with BURA subsequent to the sale of 891-899 Main Street to Uniland. 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.

Council President Darius Pridgen made the motion to approve Item 4b, seconded by Mr. Mehaffy and carried unanimously.

5. DIVISION REPORTS (INFORMATIONAL ONLY)

Agenda Item 5 a, b,c - BURA Housing FCA and Planning Updates (Informational Only)

Director Yvonne McCray, Division of Housing and Tracy Cooley, Deputy Director of FCA provided Divisional reports to the Board.

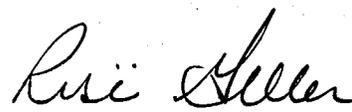
There being no further business to discuss, Council President Darius Pridgen made the motion to adjourn the meeting, seconded by Mr. Mehaffy and carried unanimously. The meeting was adjourned at 10:45 am.

Respectfully submitted,

By:



Scott C. Billman, Secretary



Reported by: Risë Geller