

**CITY OF BUFFALO URBAN RENEWAL AGENCY**  
**Board Of Directors Meeting**  
**Thursday, November 16, 2023**  
**9:30 a.m., Room 901 City Hall**

**The Public May Attend By Joining: [www.webex.com](http://www.webex.com)**  
**<https://cityofbuffalourbanrenewalagency.my.webex.com/cityofbuffalourbanrenewalagency.my/j.php?MTID=m112aeb23854db80c5f84c540987dd578>**

**Meeting number: 2553 720 1027**  
**Password: RXdt76rqnd5 (79387677 from phones and video systems)**

**Join by phone**  
**+1-415-655-0001 US Toll**  
**Access code: 255 372 01027**

**MEETING DATE:** November 16, 2023

**MEMBERS PRESENT:** Mayor Byron Brown, Chairman  
Brendan R. Mehaffy, BURA Vice Chairman  
Council President Pridgen  
Commissioner Delano Dowell  
Cavette Chambers, Corporation Counsel  
Council Member Golombek  
Council Member Nowakowski

**MEMBERS EXCUSED:** N/A

**SECRETARY:** Scott C. Billman

**OTHERS PRESENT:** Hope Young Watkins, BURA Senior Director, Yvonne McCray, BURA Director of Housing, Tracy Cooley, BURA Director of Finance, Savannah Figueroa, BURA Staff Attorney, Joanne Kearns, Pam Walker-Jarmon, Evelyn Rodriguez, Ronald Dixon, Jessica Starks, Michael Godfrey, Tashene Eubanks

**1..0** Mayor Brown called the meeting to order at 9:35 am.

**2.0** November 16, 2023, Councilmember Nowakowski made the motion to waive the reading of the minutes of the September 28, 2023 meeting, seconded by Council President Pridgen and carried unanimously.

**3.0** **MONTHLY REPORTS (INFORMATION)**

**3.1** **DRESCHER & MALECKI AUDIT PRESENTATION**

Luke Malecki and Carl Widmer from the CPA group Drescher & Malecki provided a summary of the BURA Financial Audit report for Year Ending June 30, 2023.

**3.2** **FINANCIAL CONTROL OF AGENCIES UPDATE**

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

#### 4.0 NEW BUSINESS

##### 4.1 **BRAYMILLER MARKET (CITY LOCATION) CDBG-CV LOAN**

Agency Members approved a request to enter into an agreement to lend funds to 225 Ellicott Market, dba Braymiller Market in the amount of \$561,317.57 that will be secured by a note and mortgage to 225 Ellicott Market, dba Braymiller Market. The Office of Strategic Planning (“OSP”) Division of Development has performed a thorough evaluation and analysis of the loan and recommends approval with conditions stated below. This item was unanimously approved to go to the full BURA Board at the BURA Loan Committee Meeting on November 2, 2023. The loan will be used for reimbursement of payroll expenses incurred for employees working at the Braymiller Market at 225 Ellicott Street, Buffalo NY., the Market applied for financial assistance in May 2023, and in July 2023 and the Buffalo Common Council approved a CDBG-CV funding reallocation for assistance to the Market. The loan will be secured by a mortgage on the real property located at 6936 Gowanda State Road, Hamburg NY, the Braymiller Market Hamburg location, and via a promissory note executed by the borrower.

##### CONDITIONS

The loan shall accrue interest at 9% and such interest and principal may be forgiven if the following conditions are met:

- borrower continues to own and operate the business as a fresh food market for at least two (2) years,
- borrower creates and/or employs at least seven (7) full-time equivalent positions for at least
- twelve (12) months from the effective date of the loan agreement,
- borrower to implement certain key initiatives including a marketing plan, business plan, and community benefits.

**Motion made by Vice Chairman Mehaffy to approve Item 3.1, with conditions as stated above and to receive and file quarterly reports with the BURA board, seconded by Council Member Nowakowski and carried unanimously.**

#### 5.0 EXECUTIVE SESSION

6.0 **ADJOURNMENT** There being no further business to discuss, Council President Pridgen made the motion to adjourn the meeting, seconded by Council Member Nowakowski and carried unanimously. The meeting was adjourned at 10:30 am.

*Scott C. Billman*  
Scott C. Billman, BURA Secretary

Reported by: Risë Geller

**CITY OF BUFFALO URBAN RENEWAL AGENCY**  
**Special Meeting of the Board Of Directors**  
**Thursday, November 30, 2023**  
**11:30 a.m., Room 901 City Hall**

**The Public May Attend By Joining: [www.webex.com](http://www.webex.com)**

**Use The Meeting Link:**

<https://cityofbuffalourbanrenewalagency.my.webex.com/cityofbuffalourbanrenewalagency.my/j.php?MTID=m789b198966e4d768270c0da2c44141e0>

Meeting number: 2551 053 2959

Password: thCS33pH7cT (84273374 from phones and video systems)

Join by phone

+1-415-655-0001 US Toll

Access code: 255 105 32959

**MEMBERS PRESENT:**

Mayor Byron Brown, Chairman  
Brendan R. Mehaffy, BURA Vice Chairman  
Commissioner Delano Dowell  
Cavette Chambers, Corporation Counsel  
Council Member Golombek  
Council Member Nowakowski

**MEMBERS ABSENT**

Council President Pridgen

**SECRETARY:**

Scott C. Billman

**1.0** Vice Chairman Mehaffy called the meeting to order at 12:00 pm.

**2.0** **NEW BUSINESS**

**2.1** **667 MAIN STREET/664 WASHINGTON STREET**

Agency members approved a request to stabilize and repair the BURA owned real property located at 667 Main/664 Washington (Property) in an amount not to exceed two million dollars (\$2,000,000). The repair will result in the Property being structurally sound, resolve health and safety concerns that have been identified, and preserve the Property for future use.

The work will include, but not be limited to, a new electrical panel placed along the Main Street portion of the building, a new roof, updated plumbing involving the sprinkler system, updated pipes, and a new fire wall that would separate the building from the Washington street side. BURA will procure project design quotes and thereafter construction bids to complete the full stabilization of the Property. BURA's licensed engineering consultant has notified the Agency that during the construction phase, which is estimated to commence on or about March 1, 2024, current occupants (tenant, Hostel Buffalo Niagara) must vacate the Property to ensure safety. This Item also requests approval to grant the Hostel Buffalo Niagara (Hostel) a right of first refusal to purchase the Property. The Hostel will have the right to purchase the Property at the current appraised value subject to closing within sixty (60) days of completion of construction and being fully current on all payments owed to the Agency and the City of Buffalo. If the Hostel is unable to complete the

closing within 60 days of construction completion, the Property will be offered for public sale (MLS or RFP). At that time, the Hostel would have the opportunity to submit a purchase offer along with any other potential buyers.

**Motion made by Commissioner Dowell to approve Item 2.1, seconded by Council Member Nowakowski, and carried unanimously.**

**3.0 EXECUTIVE SESSION**

N/A

**4.0 ADJOURNMENT** There being no further business to discuss, Corporation Counsel Chambers made the motion to adjourn the meeting, seconded by Council Member Golombek and carried unanimously. The meeting was adjourned at 12:30 pm.

*Scott C. Billman*  
Scott C. Billman, BURA Secretary

Reported by: Risë Geller