

CITY OF BUFFALO URBAN RENEWAL AGENCY
Board Of Directors Meeting
Minutes of Thursday, August 29, 2024
Meeting was held in Room 902 City Hall and was available via Microsoft Teams

MEMBERS PRESENT: Mayor Byron Brown, BURA Chairman
Council President Christopher Scanlon
Brendan R. Mehaffy, BURA Vice Chairman,
Commissioner Delano Dowell
Corporation Counsel, Cavette Chambers
Council Member Joseph Golombek
Council Member Zeneta Everhart
Ms. Rashida Dowell

OTHERS PRESENT: Hope Young Watkins, BURA Senior Director, Yvonne McCray, BURA Director of Housing,
Tracy Cooley, BURA Director of Finance, Joanne Kearns, Pam Walker-Jarmon,
Evelyn Rodriguez, Ronald Dixon, Tashene Eubanks, Jermaine Jackson, Brandon Baxter,
Anthony Chestnut, Jessica Jowrey

1.0 Mayor Brown called the meeting to order at 9:40 am.

2.0 Vice Chairman Brendan Mehaffy made the motion to waive the reading of the minutes of the August 29, 2024 meeting, seconded by Council President Scanlon and carried unanimously.

3.0 **MONTHLY REPORT**

3.1 **Financial Control Of Agencies Update**

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

4.0 **ACTION ITEM/NEW BUSINESS**

4.1 **Approval Of Home Fiscal Monitoring Services By Cfosolutionsplus**

Agency Members approved a request to increase the cfoSOLUTIONSPlus contract by an additional \$10,000.00, bringing the total contract amount to \$41,000.00. Procuring these services ensured that BURA remained compliant with the fiscal monitoring of HOME projects while the agency was seeking a qualified accountant to join the BURA staff. In January 2024, BURA hired a HOME Grant Monitor to perform the HOME Monitoring. The outside consultant has been training the HOME Grant Monitor on their monitoring duties and has provided the technical support the HOME Grant Monitor requires at this time.

Motion made by Council Member Zeneta Everhart to approve Item 4.1, seconded by Council Member Golombek., and carried unanimously.

4.2 **Bura Infill Project (City Of Buffalo Vacant Lot Strategy)**

Agency Members were asked to approve a request for BURA to accept funding in the amount of \$1.16M to fund a single and/or multi family, residential Infill housing project, in low to moderate identified areas and/or for low to moderate identified individuals. BURA, as developer, will build approximately 7-10 new homes in the initial phase of an Infill housing project. In an effort to fulfil development costs, in addition to the ARP funds, BURA will look to leverage funding from a variety of sources to assist in the success of this project. State funding, such as the Affordable Homeownership Opportunity Program (“AHOP”), will be considered as a potential funding source that can be utilized for this project. A subrecipient agreement between the City of Buffalo and the City of Buffalo Urban Renewal Agency for the utilization of these granted funds will be executed with a detailed scope of work which will include identified performance indicators and requirements.

Motion made by Vice Chairman Brendan Mehaffy to table item 4.2, seconded by Corporation Counsel Cavette Chambers, and carried unanimously.

4.3 725 Humboldt Parkway

Agency Members approved a request for Buffalo Urban Renewal Agency to accept funding in the amount of \$1.5M to fund the construction phase for structural stabilization, of 725 Humboldt Parkway, including bracing, a new roof, and remediation of hazardous materials/substances. A subrecipient agreement between the City of Buffalo and the City of Buffalo Urban Renewal Agency for the utilization of these grant funds will be executed. This project was previously presented to the board in April 2024, where BURA would lead the stabilization efforts for 725 Humboldt to address the immediate concerns involving the design of structural repairs and remediation of the building. The contracts to provide professional services were awarded to DiDonato Associates for \$49,680.00 and Watts Architecture and Engineering for \$42,888.00, for a total of \$92,568.00. Once drawings are complete, BURA will be returning with a recommendation to the Board for the general contractor who will be responsible for the construction of the project. DiDonato will oversee creating the RFP and supervising the contractor to adhere to their approved drawings.

Motion made by Council Member Zeneta Everhart to approve Item 4.3, seconded by Council Member Golombek., and carried unanimously.

5.0 UPDATES

Mr. Brandon Baxter, Special Project Manager, Provided An Update To The Board On The Following:

- 5.1** City Hall 9th Floor Reconfiguration
- 5.2** Community Center Improvements
- 5.3** Bura Real Estate

5.4 667 Main/664 Washington

Ms. Hope Young Watkins, BURA Senior Director, provided an update to the Board.

6.0 EXECUTIVE SESSION

None

7.0 ADJOURNMENT (Action)

There being no further business to discuss, Commissioner Delano Dowell made the motion to adjourn the meeting, seconded by Ms. Rashida Dowell and carried unanimously. The meeting was adjourned at 10:20 am.


Scott C. Billman, BURA Secretary

Reported by: Risë Geller