

**CITY OF BUFFALO URBAN RENEWAL AGENCY**  
**Board Of Directors Meeting**  
**Minutes of Thursday, October 24, 2024**  
**Meeting was held in Room 902 City Hall and was available via Microsoft Teams**

**MEMBERS PRESENT:** Mayor Christopher Scanlon BURA Chairman  
Council President Bryan Bollman  
Brendan R. Mehaffy BURA Vice Chairman  
Commissioner Delano Dowell  
Corporation Counsel Cavette Chambers  
Council Member Joseph Golombek

**EXCUSED ABSENCE** 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, Evelyn Rodriguez, Ronald Dixon, Tashene Eubanks, Jermaine Jackson, Brandon Baxter, Anthony Chestnut, Jessica Jowrey

**1.0** Mayor Scanlon called the meeting to order at 9:35 am.

**2.0** Vice Chairman Mehaffy made the motion to waive the reading of the minutes of the August 29, 2024 meeting, seconded by Corporation Council Chambers 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** **Community Partnerships Initiative (CPI) Budget Modification & Time Extension #4**

Agency Members approved a request to a contract budget modification with the four CPI partners, 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. The Community Development Block Grant (CDBG) funding amount, set at \$679,700, will be amended to \$905,300 with the increase of funds in the amount of \$225,600. The Community Development Block Grant CARES (CDBG-CV) funding amount will have no increase and will remain at \$56,000. The current contract dates were September 1, 2022, through August 31, 2024, have been revised to run from September 1, 2022 through February 28, 2025.

**Motion made by Vice Chairman Mehaffy made a motion to approve Item 4.1, seconded by Commissioner Dowell, and carried unanimously.**

**4.2** **First Time Homebuyers Assistance Program (FTHB) Budget Modification & Time Extension #3**

Agency Members approved a request for Buffalo Urban Renewal Agency to have Bemont Housing Resources for WNY, Inc. Heart of the City Neighborhoods, Inc., and University District Community Development Association, Inc., administer the First Time Homebuyer Assistance Program for the City of Buffalo. Contract dates have been revised from September 1, 2022, through August 31, 2024 to September 1, 2022 through February 28, 2025.

**Motion made by Commissioner Dowell to approve Item 4.2, seconded by Council President Bollman, and carried unanimously.**

**4.3 Extension and budget revision to contracts with Belmont Housing Resources for Western New York Inc., for the administration of the Housing Assistance Rehabilitation Program**  
Agency Members approved a request for a one (1) year contract extension and budget revision that was awarded to Belmont Housing Resources for Western New York Inc. in the amount of (\$346,200) of which (\$196,200) is CDBG funding (\$150,000) is CDBG-CV funding for a one (1) year contract extension and budget revision to be awarded to Belmont Housing Resources for Western New York Inc. This extension would provide for the administration of loans to be generated from the Housing Assistance Rehabilitation Program for a total program delivery contract award of (\$1,713,955) to allow for the completion of an additional (68) loans.

**Motion made by Council Member Golombek to approve Item 4.3, seconded by Council President Bollman, and carried unanimously.**

**4.4 Agreement between the City of Buffalo and the City of Buffalo Urban Renewal Agency for the administration of the CDBG/HOME and the CDBG CV Agreements**  
Agency Members approved a request for authorization to enter into agreements with the City of Buffalo for administration, implementation and management of the CDBG CV and the CDBG/HOME federally funded programs by BURA. The Agreements were filed for approval with the Common Council at their October 22, 2024 meeting. Execution of the agreements by BURA will be subject to finalization of the agreements by City of Buffalo Corporation Counsel and BURA General Counsel. The agreements are similar in form and substance to the agreement previously reviewed and approved by HUD. The CDBG -CV Subrecipient term runs to the date of fund disbursement, January 2027. The CDBG/HOME Subrecipient Agreement has a one (1) year term with the ability to extend by mutual agreement of the parties.

**Fiscal Impact**

CDBG Entitlement:	\$ 5,427,700.00
CDBG Program Income:	\$ 585,573.00
HOME Entitlement:	\$ 3,221,431.00
HOME Program Income:	\$ 100,000.00
CDBG CV Entitlement:	\$ 951,262.76
Total:	\$10,285,966.76

**Motion made by Commissioner Dowell to approve Item 4.4, seconded by Corporation Council Chambers, and carried unanimously.**

**1.0 LATE AGENDA ACTION ITEMS**

**#1 Approval to enter into Public Realm Funding Agreement related to the Urban Development Action Area (UDAA) for Mohawk Ramp et al Redevelopment**  
Agency Members approved a request to enter into a public Realm Funding Agreement related to the Urban Development Action Area (UDAA) for Mohawk Ramp et al Redevelopment, approved a request to enter into that agreement with the City and Douglas Development, along with a separate agreement with the City to detail the terms and conditions of the administration of the fund by BURA including a reasonable administration fee. The City of Buffalo Common Council approved the Washington, Mohawk, Ellicott Urban Development Action Area (Action Area), containing the Mohawk Parking Ramp based upon the present condition of the area impairs the growth and development of the City of Buffalo and cannot be resolved without the option of assistance from the City to provide incentives to correct these conditions. As the identified administrator of the fund, BURA will be a party to the Public Realm Funding Agreement.

**Motion made by Corporation Council Chambers made a motion to approve late agenda item #1, seconded by Council Member Golombek , and carried unanimously.**

**#2 667 Main Street/664 Washington Street**  
Agency Members approved a request to enter into a contract with Lakeside Construction in the fixed amount of \$1,250,000 for the stabilization of the roof and required shoring associated with

stabilization of the floors. The project is a high priority due to the level of concern and time sensitive nature of the needed repairs.

**Motion made by Corporation Vice Chairman Mehaffy made a motion to approve late agenda item #1, seconded by Commissioner Dowell, and carried unanimously.**

**5.0 ACTION ITEM(S) - TABLED**

**5.1 BURA Infill Project (tabled 08292004)  
(City of Buffalo Vacant Lot Strategy)**

**6.0 INFORMATIONAL UPDATES AS NEEDED**

- |            |  |   |
|------------|--|---|
| <b>6.1</b> | <b>City Hall 9th Floor Reconfiguration</b> | <b>(Informational) Brandon Baxter</b>     |
| <b>6.2</b> | <b>BURA Real Estate</b>                    | <b>(Informational) Brandon Baxter</b>     |
| <b>6.3</b> | <b>667 Main/664 Washington</b>             | <b>(Informational) Hope Young-Watkins</b> |
| <b>6.4</b> | <b>Laurel Street Belmont</b>               | <b>(Informational) Hope Young-Watkins</b> |
| <b>6.5</b> | <b>V-RIP</b>                               | <b>(Informational) Lindsay Fraizer</b>    |

**Ms. Hope Young Watkins, BURA Senior Director and Mr. Brandon Baxter, Special Project Manager, Provided an Update.**

**7.0 Executive Session**

**8.0 Adjournment**

There being no further business to discuss, Vice Chairman Mehaffy made the motion to adjourn the meeting, seconded by Corporation Council Chambers and carried unanimously. The meeting was adjourned at 10:40 am.

Approved



Scott C. Billman, General Counsel

Reported by: Risë Geller