

CITY OF BUFFALO URBAN RENEWAL AGENCY
Board Of Directors Meeting
Thursday, December 18, 2025, 9:30 a.m., Room 901 City Hall
And was available via Microsoft Teams at
<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>

MEMBERS PRESENT: Mayor Christopher P. Scanlon
Vice Chairman Nadine Marrero
Commissioner Raymour Nosworthy
Acting Corporation Counsel, Robert Quinn
Council Member Joseph Golombek
Ms. Rashida Dowell

ABSENT: Council President Bryan Bollman
Council Woman Zeneta Everhart

OTHERS PRESENT:

Hope Young-Watkins, BURA Senior Director, Scott C. Billman, Senior Director, Yvonne McCray, BURA Director of Housing, Tracy Cooley, BURA Director of Finance, Tashene Eubanks, Anthony Chestnut, Brandon Baxter, Gabrielle Gannon, Jessica Jowrey, Lauren Jednak, Gerffred Ngayot, Javier Mejia, David Judson, Raiah Brown, Jayla Williams, Holly McNamara

1.0 Mayor Scanlon, called the meeting to order at 9:41 am.

2.0 Ms. Dowell made the motion to waive the reading of the minutes of the November 20, 2025 meeting, seconded by Commissioner Raymour Nosworthy and carried unanimously.

3.0 ACTION ITEMS:

3.1 Contract Extension with HOME HQ to administer a Grant Fund

Agency Members approved a request to enter into an extension with HOME HQ to administer a Grant Fund in the amount of \$400,000.00. These Grant Funds will provide access to home repair dollars to homeowners and small investors that might not otherwise have access to traditional bank financing. The Board previously approved the contract between BURA and HOME HQ at the meeting on March 25, 2021. The contract was executed on August 2, 2021, for a term of two (2) years, with two (2) automatic one (1) year extensions. The contract has now expired. The Agency approved an extension of the existing contract retroactive to 8/2/2025 by one (1) year through August 2, 2026, and, in BURA's sole discretion, provide for two (2) additional six (6) month extensions subject to approval of the Vice Chair of the BURA Board. HOME HQ has been administering all aspects of the program, from application and inspections to construction.

Motion made by Commissioner Raymour Nosworthy to approve Item 3.1, seconded by Acting Corporation Council Robert Quinn and carried unanimously.

3.2 Consultant Agreement with Mullin & Lonergan Associates for HOME Technical Assistance

Agency Members approved a request for a budget revision for Mullin & Lonergan to provide HUD HOME Program technical assistance. This assistance is for BURA staff that work on the affordable housing program funded by HUD HOME Investment Partnerships Initiative.

Motion made by Vice Chairman Nadine Marrero to approve Item 3.2, seconded by Acting Corporation Council Robert Quinn and carried unanimously.

3.3 - 3.7

Emergency Demolition Various Structures

Agency Members approved a request to fund the demolition of 1107 William by Hannah Demolition in the amount of \$40,000.00, 16 Benzing by Geiter Done of WNY in the amount of \$36,000.00, 344 Dartmouth by Hannah Demolition in the amount of \$40,000.00, 40 Central North by Geiter Done of WNY in the amount of \$39,999.00, and 178 Elk by Hannah Demolition in the amount of \$40,000.00. Informal bids were obtained by the Department of Permits and Inspections, subject to all City of Buffalo and Agency required procurement policies for use of the funds. The source of funds for this demolition will be CDBG funds administered and managed on behalf of the City by the Agency.

Motion made by Acting Corporation Council Robert Quinn to approve Items 3.3 – 3.7, seconded by Commissioner Raymour Nosworthy and carried unanimously.

3.8 725 Humboldt Pkwy Contract Amendment

Agency Members approved a request to amend the previously authorized contract amount and increase the total not-to-exceed value from \$918,000 to \$1,400,000. This amendment expands the scope to include: structural improvements and remediation throughout the basement and first floor. General cleanup throughout the building, abatement of existing electrical and plumbing systems, replacement of materials-including architectural shingles in accordance with SHPO requirements, not to exceed \$1,400,000.

Motion made by Vice Chairman Nadine Marrero to approve Item 3.8, seconded by Commissioner Raymour Nosworthy and carried unanimously.

3.9 Robert Half Agency- Processing & Training

Agency Members approved a request to enter into a nine (9) month contract extension with Robert Half, effective 7/1/2025 through 4/1/2026, not to exceed \$100,000 (One Hundred Thousand and 00/100 Dollars) to ensure the continued timely processing of the ESG and HOPWA Year 50 funds and prior Public Services payment requests, to ensure the training of the ESG and HOPWA payment request process to the newly hired Grant Fiscal Analyst and to allow additional time to secure a permanent Senior Accountant who will assist in this processing upon hire.

Motion made by Vice Chairman Nadine Marrero to approve Item 3.9, seconded by Commissioner Raymour Nosworthy and carried unanimously.

4.0 ADJOURNMENT

There being no further business to discuss, Commissioner Raymour Nosworthy made the motion to adjourn the meeting, seconded by Acting Corporation Counsel Robert Quinn and carried unanimously. The meeting was adjourned at 10:05 am.

Scott C. Billman, BURA Secretary
Minutes of December 18, 2025