

**MEMBERS PRESENT:** Vice Chairman Thomas E. Baines Corporation Counsel Rosa Pizzi  
Council President Feroletto Councilmember Golombek  
Commissioner Jessica Brown Ms. Dowell

**ABSENT:** Chairman Sean Ryan  
Councilmember Everhart

**OTHERS PRESENT:** Scott C. Billman, Senior Director/ General Counsel, Hope Young- Watkins, Senior Director, Tracy Cooley, Director of FCA, Yvonne McCray, Director of Housing, Commissioner Danielle Roberts, Brandon Baxter, Holly McNamara, Raiah Brown, Jessica Jowrey, Michael DeGroot.

**1.0** Vice Chairman Thomas E. Baines called the meeting to order at 9:33 am.

**2.0** Ms. Dowell made the motion to waive the reading of the minutes of April 23, 2026, meeting, seconded by Corporation Counsel Rosa Pizzi and carried unanimously.

**3.0 MONTHLY REPORT/ INFORMATIONAL UPDATES:**

**3.1** An update was provided regarding 9<sup>th</sup> Floor Workspace Improvements

**4.0 ACTION ITEMS**

**4.1 School 44, 1349 Broadway, 14211**

Agency Board members approved the allocation of federal HOME Investment Partnerships Program (HOME) funds not to exceed \$2,020,000 to SAARAR 44, LLC, a SAA | EVI and R+A+R Development, for the School 44 project on Broadway. The funds will be allocated to the developer, or an entity formed by the developer for the specific purpose of the completion of the project at 1349 Broadway. Twenty Thousand (\$20,000) of the not to exceed amount, will be utilized for Project Delivery Costs.

**Motion made by Corporation Counsel Pizzi to approve Item 4.1, seconded by Councilmember Golombek and carried unanimously.**

**4.2 Approval of the BURA 2027-2030 Four-Year Plan**

Agency Board members approved BURA's 2027-2030 Four-Year Plan. BURA's Budget details are attached.

**Motion made by Commissioner Jessica Brown to approve Item 4.2, seconded by Council President Feroletto and carried unanimously.**

**4.3 Approval of Servicing Agreement for Revolving Loan Funds with Broadway Fillmore NHS**

Agency members approved BURA to enter into an Administrative Servicing RLF Agreement with Broadway Fillmore NHS to perform servicing work related to collections and management of the RLF loans previously awarded by Broadway Fillmore NHS to qualifying residents. As of 3/31/26, Broadway-Fillmore NHS had a loan portfolio valued at approximately \$95,000 comprised of 29 loans. In addition, Broadway Fillmore NHS had \$11,208.96 in RLF monies in their RLF Bank Account.

**Motion made by Corporation Counsel Rosa Pizzi to approve Item 4.3, seconded by Commissioner Jessica Brown and carried unanimously.**

**4.4 Approval to add ESG & HOPWA funds to BURA's existing Subrecipient Agreement**

Board Members approved to add Year's 47-50 ESG and Years 48-50 HOPWA prior year uncommitted funds into BURA's existing Sub Agreement with the City of Buffalo so this funding may be added to current sub agreements BURA now holds with Community Services agencies. In September 2025, BURA requested and received authorization to enter into a Subrecipient Agreement with the City of Buffalo for administration and management of the federal Community Development Block Grant ("CDBG"), HOME Investment Partnerships ("HOME"), Emergency Solutions Grant ("ESG") and Housing Opportunities for Persons With Aids ("HOPWA") Year 51 and prior CDBG years programs.

**Motion made by Commissioner Jessica Brown to approve Item 4.4, seconded by Council President Feroletto and carried unanimously.**

**4.5 Approval to Amend CAO of WNY Contract for Public Services**

Agency Board members approved a proposed amendment to the CAO of WNY's Year 51 contract for the period of June 1, 2026, through September 30, 2026, to include additional funding in the amount of ninety-three thousand and eighty-five dollars (\$120,598). Under this amendment, CAO will utilize existing agency managers and supervisory staff to provide coordinated site oversight, operational support, program monitoring, and community engagement activities across all four (4) facilities. Programming efforts will focus on youth engagement, senior wellness, recreation, socialization, food access, and supportive community-based activities designed to strengthen neighborhood stability, reduce social isolation, and improve quality of life for residents across multiple generations. The amounts allocated are as follows: Seneca Babcock- \$59,354, Hennepin- \$22,671, Schiller- \$29,563, George K. Arthur- \$9,010.

**Motion made by Corporation Counsel Rosa Pizzi to approve item 4.5, seconded by Commissioner Jessica Brown and carried unanimously.**

**4.6 Approval to Enter into Agreement for the Vacant Rental Program (VRP)**

Agency Board members approved the Buffalo Urban Renewal Agency ("BURA") to enter a contract amendment for the Vacant Rental Program (VRP) funded by New York State Homes & Community Renewal (HCR), increasing the total award amount and extending the term of the agreement. VRP was previously authorized by the BURA Board in February 2025 in the amount of \$2,497,500.00 to support the rehabilitation of vacant, uninhabitable properties within the City of Buffalo to address the growing need for affordable rental units. The maximum Program Funds have been increased to \$4,797,500.00, an increase of \$2,300,000.00 from the original agreement. The period of performance for all program activities shall commence on the effective date of the Agreement and extend through April 14, 2028.

**Motion made by Councilmember Golombek to approve Item 4.6, seconded by Commissioner Jessica Brown and carried unanimously.**

**4.7 Approval of Funding for Clearance and Removal of Structures**

Agency Board members approved the funding of clearance and removal of the following structures in the City of Buffalo:

83 Alma Avenue – \$18,400.00 – Geiter Done of WNY  
938 Clinton Street – \$26,000.00 – Hannah Demolition  
321 Dearborn Street – \$21,000.00 – Hannah Demolition  
283 Fillmore Avenue – \$28,000.00 – Hannah Demolition  
115 Herman Street – \$22,500.00 – Geiter Done of WNY  
97 May Street – \$14,800.00 – Geiter Done of WNY  
467 Sherman Street – \$17,000.00 – Geiter Done of WNY

521 Sherman Street – \$17,000.00 – Geiter Done of WNY  
2 Stoneboro Place – \$22,500.00 – Metro Contracting

**Motion made by Commissioner Jessica Brown to approve Item 4.7, seconded by Councilmember Golombek and carried unanimously.**

**4.8 Approval of Contractor Agreement for VRP Program (Danahy development)**

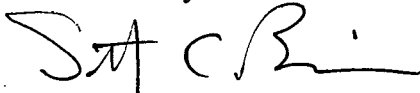
Board members approved BURA to enter into agreements with Danahy Development, with total general contractor fees not to exceed \$9,000 (12 percent) for implementation of the Vacant Rental Property (VRP) Program. This contract will be structured such that contractor compensation is directly tied to the cost of the individual project. The following parameters will apply. Maximum rehabilitation cost per unit (1 unit): \$75,000 Any project costs exceeding this amount will be the responsibility of the applicant. General contractor fee: capped at 12% per unit Maximum contractor fee per unit: not to exceed \$9,000. BURA staff will report back to the Board with updates upon project completion and approval of the Certificate of Occupancy.

**Motion made by Commissioner Jessica Brown to approve Item 4.8, seconded by Corporation Counsel Rosa Pizzi and carried unanimously.**

**5.0 EXECUTIVE SESSION**

**6.0 ADJOURNMENT**

There being no further business to discuss, Commissioner Jessica Brown made the motion to adjourn the meeting, seconded by Council President Feroleto and carried unanimously. The meeting was adjourned at 10:40 am.



Scott C. Billman, BURA Secretary

Reported by: Veola D. Wingo- Bryant

CITY OF BUFFALO URBAN RENEWAL AGENCY (BURA)

FOUR YEAR PLAN

2027-2030

Grant revenues are primarily based on funding allocations from the U.S. Department of Housing and Urban Development. The amounts allocated may change from year to year. Effective January 2013, all entitlement funds are received by the City of Buffalo and paid to BURA as a sub-recipient. BURA is responsible for the administration and program delivery of services related to these entitlements.

Grant revenues are accruable to the extent of expenditures paid and accrued, subject to the limit of the awarded grant amount, plus program income earned. As expenditures increase or decrease, so do grant revenues. Therefore, unless we have reached the grant maximums (which we have not), we are not overly concerned about changes in grant revenues from the original budgeted amounts. Any revenues not drawn in the current year will be available for future year operations. In addition to the current budget, there is also unspent grant monies available from prior years that have rolled over into the current budget and will continue to roll over into future years until all monies have been spent. These rolled over monies are reflected on the budget to actual report.

**FY 2026-2027 Total BURA Projected Revenue:**

**Total Revenue Projected Budget: \$27,489,956**

**Projected 2026-2027 CDBG Budget: \$10,203,857**

- CDBG Budget includes Projected Program Income of \$650,000
- 20% of the total City of Buffalo projection of CDBG funds and 20% of the projected program income received during the current year are eligible to be utilized towards administrative expenses. Out of the total overall City of Buffalo CDBG award, the 2026-2027 BURA administrative award is projected to be \$2,632,781 in administrative revenue
- \$7,571,077 is projected to be spent on CDBG Program Delivery, Crime Prevention, stabilization and remediation, youth and senior services, economic development and housing activities. The following are the respective line-item budgets:
  - Emergency Loan Program Single and Multi-Family Rehab, Weatherization, and Down payment closing costs, and economic development: \$2,500,000
  - Public Services for crime prevention and youth and senior programming: \$1,822,351
  - Demolition Projects: \$500,000
  - Economic Development: \$400,000
  - Program Delivery including Belmont, CPI Contracts, and Program Delivery for Housing Rehab, Crime Prevention, Demolitions, and Public Facilities and Infrastructure work: \$2,348,726

**Projected HOME 2026-2027 Budget: 4,585,547**

- HOME Budget includes projected Program Income of \$100,000
- 10% of the total projection of HOME funds and 10% of the projected project income received during the current year are eligible to be utilized towards administrative expenses. The 2026-2027 projected budget includes \$336,224 allocated to administrative costs.
- \$4,000,000 is projected to HOME Project Delivery and Housing Activities. The following are the respective Line item budgets:
  - CHDO Activities: \$50,000
  - Substantial Rehab Owners and New Construction/Renters: \$4,154,303

- HOME Project Delivery: \$45,000

**Projected ESG 2026-2027 Budget: \$1,500,000**

- \$1,450,000 is projected to be used for activities to support shelter and outreach activities for those individuals and families who fall into a HUD defined category of homelessness and rent assistance programming
- \$50,000 will be utilized for administrative expenditures

**Projected HOPWA 2026-2027 Budget: \$825,000**

- \$800,000 is projected to be used for activities that will assist individuals who have been diagnosed with HIV/AIDS to regain stability through permanent housing and supportive services
- \$25,000 will be utilized for administrative expenditures

**Projected BURA 2026-2027 CDBG CV (Coronavirus) Budget: \$290,000**

- The City of Buffalo was awarded \$11,440,746 in CARES Act funding in response to the Coronavirus (Covid) pandemic that was budgeted to provide programming to assist with preventing rent evictions and foreclosure, Fair Housing, renter and owner rehab projects, and economic development through a microenterprise grant program.
- BURA is the subrecipient of this funding and the remaining budget is expected to be drawn in FY 2026-2027.
- The 2026-2027 projected budget includes \$40,000 allocated to administrative costs.
- \$250,000 is projected to be spent on housing activities and program delivery related to these activities.

**Projected BURA 2026-2027 Non-Federal Budget: \$988,621**

- \$ 6,000 Housing Opportunity Fund - Restricted
- \$50,000 Cities Rise - Restricted
- \$932,621 General Fund – Unrestricted
  - Includes administrative revenue for servicing Rental Assistance Corp. Section 8 programs, rental revenue, and the use of proceeds from the sale of property

**Projected 2026-2027 HOME and City ARP Budgets:**

- In response to Covid the City of Buffalo was awarded Federal Funds for various projects
- BURA is a subrecipient of some of these Federal dollars and the 2026-2027 projected budget is as follows:
  - City ARP: \$270,000
    - \$ 65,000 is projected to be spent on monitoring and administrative costs
    - \$205,000 is projected to be spent on City ARP BURA awarded project
  - HOME ARP: \$3,810,823
    - \$3,660,823 is projected to be expended on HOME ARP Projects and Project Delivery
    - \$150,000 is projected to be spent on administrative costs

**Projected 2026-2027 Accessory Dwelling (ADU) Unit Budget: \$1,500,000**

- The ADU grant is an initial two (2) year grant awarded by NYS Homes and Community Renewal
- \$1,500,000 of the 2026-2027 budget will be utilized to support low- and middle-income single-family homeowner occupants who wish to build a new ADU on their property or improve an existing ADU

**Projected 2026-2027 Vacant Rental Program (VRP) Budget: \$3,516,108**

- The Vacant Rental Program grant is an initial two (2) year grant awarded by the Housing Trust Fund Corporation
- \$3,275,000 of the 2026-2027 budget will be utilized to support housing rehab efforts to homeowners who own a vacant property in need of repair that must then be rented to a low to moderate income individual or family
- \$241,108 is projected to be spent on administrative expenditures

BURA is budgeted at a staffing level of 40. There are currently nine (9) vacant positions. Reimbursements from federal grants are based on actual payroll costs, therefore there are no accrued savings created by any of these vacant positions.

- Total Projected costs of salaries and fringe in FY 2026-2027 is \$4,653,663. Fringe rates are assumed at a rate of 55% of salaries over the course of the four (4) year plan based on average historical rates of health care costs, employer pension contributions and other miscellaneous employee benefit costs.
- Professional Services and Supplies have been projected to be \$1,129,377 which covers the operational costs of BURA including insurances, supplies, maintenance of BURA owned properties, legal costs, consulting contracts and other miscellaneous items.

In addition, the four (4) year plan assumes the following:

- 3% Cost of Living (COL) increases for all staff respectively in years 2026-2027 and 2% in Fiscal Years (FY) 2028-2030.
- The Federal awards will remain consistent with prior year awards
- As a subrecipient of the City of Buffalo, BURA will receive and manage Entitlement funds associated with all activities outlined in the Annual Action Plan
- Bonuses which are currently based on years of service and level of performance and assumed at rates consistent with bonuses awarded last FY

CITY OF BUFFALO URBAN RENEWAL AGENCY  
OPERATING BUDGET & FOUR YEAR PLAN 2027-2030

FOR THE FISCAL YEARS

2026-2027      2027-2028      2028-2029      2029-2030

ENTITLEMENT & GENERAL FUND OPERATING BUDGETS

**Grant Revenues and Related Income**

Community Development Block Grant (CDBG)	\$ 9,553,857	\$ 9,829,716	\$ 10,061,607	\$ 10,145,401
CDBG Interest/Rental Income	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
HOME Investments Partnership Program	\$ 4,485,547	\$ 4,677,298	\$ 4,770,844	\$ 4,770,844
CDBG Program Income	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
HOME Program Income	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
CDBG CV	\$ 290,000	\$ -	\$ -	\$ -
Emergency Solutions Grant (ESG)	\$ 1,500,000	\$ 1,151,500	\$ 1,153,045	\$ 1,154,636
HOPWA	\$ 825,000	\$ 825,750	\$ 836,523	\$ 837,618
Accessory Dwelling Unit (ADU)	\$ 1,500,000	\$ -	\$ -	\$ -
Vacant Rental Property (VRP)	\$ 3,516,108	\$ 1,597,800	\$ 2,300	\$ 2,369
Cities Rise	\$ 50,000	\$ 338,000	\$ -	\$ -
Evans Fund	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
City ARP AHAF	\$ 270,000	\$ 30,000	\$ -	\$ -
HOME ARP	\$ 3,810,823	\$ 4,904,930	\$ 1,285,522	\$ 1,290,296
General Fund Revenues	\$ 932,621	\$ 960,600	\$ 989,418	\$ 1,019,100
	<u>\$ 27,489,956</u>	<u>\$ 25,071,593</u>	<u>\$ 19,855,258</u>	<u>\$ 19,976,264</u>

**Grant Expenditures**

CDBG Crime Prevention	\$ 122,351	\$ 123,764	\$ 124,477	\$ 124,477
CDBG Housing Program Costs	\$ 2,500,000	\$ 2,575,000	\$ 2,652,250	\$ 2,652,250
CDBG Economic Development	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
CDBG Program Delivery	\$ 2,348,726	\$ 2,419,187	\$ 2,491,763	\$ 2,491,763
CDBG Public Services	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000
CDBG Clearance	\$ 500,000	\$ 550,000	\$ 550,000	\$ 550,000
CDBG CV Program Costs	\$ 200,000	\$ -	\$ -	\$ -
CDBG CV Program Delivery	\$ 50,000	\$ -	\$ -	\$ -
ESG	\$ 1,394,274	\$ 1,042,602	\$ 1,040,880	\$ 1,040,880
ESG Program Delivery	\$ 55,726	\$ 57,398	\$ 59,120	\$ 59,120
HOPWA	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
HOME CHDO	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
HOME Project Delivery	\$ 45,000	\$ 46,350	\$ 47,741	\$ 47,741
HOME Project Costs	\$ 4,154,303	\$ 4,334,617	\$ 4,414,261	\$ 4,403,495
ADU Project Costs	\$ 1,500,000	\$ -	\$ -	\$ -
VRP Project Costs	\$ 3,275,000	\$ 1,375,000	\$ -	\$ -
Cities Rise	\$ 50,000	\$ 338,000	\$ -	\$ -
City ARP Projects	\$ 140,000	\$ -	\$ -	\$ -
City ARP AHAF Program Delivery	\$ 65,000	\$ -	\$ -	\$ -
Evans Fund Program Costs	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
HOME ARP Project Delivery	\$ 32,000	\$ 32,960	\$ 33,949	\$ 33,949
HOME ARP Program Costs	\$ 3,628,823	\$ 4,717,470	\$ 1,092,438	\$ 1,092,438
	<u>\$ 23,017,203</u>	<u>\$ 20,568,348</u>	<u>\$ 15,462,878</u>	<u>\$ 15,452,113</u>

**Admin & Planning Costs**

CDBG Admin @20% cap (on total CDBG Award less City Portion) including Program Income	\$ 2,632,781	\$ 2,711,764	\$ 2,793,117	\$ 2,876,911
CDBG CV Admin	\$ 40,000	\$ -	\$ -	\$ -
HOME Admin Costs @10% cap including Program Income	\$ 336,244	\$ 346,331	\$ 358,843	\$ 369,608
HOME ARP Admin	\$ 150,000	\$ 154,500	\$ 159,135	\$ 163,909
ESG Admin	\$ 50,000	\$ 51,500	\$ 53,045	\$ 54,636
HOPWA Admin	\$ 25,000	\$ 25,750	\$ 36,523	\$ 37,618
City ARP AHAF Admin	\$ 65,000	\$ 30,000	\$ -	\$ -
VRP Admin	\$ 241,108	\$ 222,800	\$ 2,300	\$ 2,369
General Fund Costs	\$ 932,621	\$ 960,600	\$ 989,418	\$ 1,019,100
	<u>\$ 4,472,754</u>	<u>\$ 4,503,244</u>	<u>\$ 4,392,380</u>	<u>\$ 4,524,151</u>
	<u>\$ 27,489,956</u>	<u>\$ 25,071,593</u>	<u>\$ 19,855,258</u>	<u>\$ 19,976,264</u>

Variance      \$0      \$0      \$0      \$0

**BURA Admin Costs**

CDBG Salaries and Fringe	\$ 1,866,951	\$ 1,956,858	\$ 1,791,663	\$ 1,864,668
CDBG Overhead	\$ 765,830	\$ 754,906	\$ 1,001,454	\$ 1,012,242
CDBG CV Salaries and Fringe	\$ 16,068	\$ -	\$ -	\$ -
CDBG CV OH	\$ 23,932	\$ -	\$ -	\$ -
HOME Salaries and Fringe	\$ 336,244	\$ 346,331	\$ 358,843	\$ 369,608
HOME ARP Salaries and Fringe	\$ 150,000	\$ 154,500	\$ 159,135	\$ 163,909
City ARP Salaries and Fringe	\$ 65,000	\$ 30,000	\$ -	\$ -
ESG Salaries and Fringe	\$ 50,000	\$ 51,500	\$ 53,045	\$ 54,636
HOPWA	\$ 25,000	\$ 25,750	\$ 36,523	\$ 37,618
VRP Salaries and Fringe	\$ 241,108	\$ 222,800	\$ 2,300	\$ 2,369
General Fund Salaries and Fringe	\$ 618,006	\$ 554,993	\$ 499,658	\$ 514,648
General Fund Overhead	\$ 314,615	\$ 405,607	\$ 489,759	\$ 504,452
	<u>\$ 4,472,754</u>	<u>\$ 4,503,244</u>	<u>\$ 4,392,380</u>	<u>\$ 4,524,151</u>

Variance      \$0      \$0      \$0      \$0