Position Description:
Serves under direct supervision of the agency General Counsel assisting with all legal issues affecting BURA. Representation needs span land use, environmental compliance, economic development, transactional, organized labor and litigation. Provides legal representation, opinion and advice as assigned.

Assists in interpreting regulatory and statutory compliance on behalf of the agency as the grantee of federal funds. Assists in real estate transactions including leases and mortgages and brings a thorough knowledge of legal requirements involved in acquisition and management of real property.

Interviews prospective redevelopers regarding proposed development plans, costs and conformity with city and BURA economic and community development goals; prepares designation documents for approval; negotiates land disposition agreements and other documents for presentation to BURA and Common Council for approval; prepares deeds for closing; negotiates and prepare leases for all other Agency properties; coordinates the activities of appraisers, surveyors, and title searches, takes necessary action to clear title, handle closing and disburse proceeds for the negotiation of land.

Coordinates real property acquisition which includes analyzing appraisals to establish acquisition prices; establishes and recommends re-use values and sales prices for properties and negotiates with property owners. Coordinates residential/commercial relocation activities which includes assisting families and businesses being displaced by acquisition or demolition. Coordinates environmental study and compliance activities. Does related work as required.

Desired Knowledge and Skills:
• Proven superior legal research and writing ability.
• Thorough knowledge of New York and federal law related to the representation of not-for-profit corporations and governmental agencies/entities.
• Knowledge and experience with U.S. Department of Housing and Urban Development (HUD) relocation assistance and real estate acquisition desired but not required.
Minimum Requirements:
- Juris Doctor degree from a law school of recognized good standing.
- Licensed to practice as an attorney in the courts of the State of New York.
- A minimum of one to two (1 - 2) years practice experience in either a corporate counsel or private practice position with emphasis on corporate, transactional and/or development law.

Residency Requirements:
As a condition of employment, appointee must establish and maintain residency within the City of Buffalo during their tenure of employment. Residency must be established within ninety (90) days of starting date of employment.

All resumes should be submitted by close of business Tuesday, March 20, 2020 via email or regular mail to:

Scott Billman, Legal Counsel
Buffalo Urban Renewal Agency
920 City Hall
Buffalo, New York 14202
sbillman@city-buffalo.com