

**HRA MINUTES**  
**January 25, 2022**

**CALL TO ORDER**

Pursuant to due call and notice thereof, Chairperson Nauman called the HRA regular meeting to order at 4:05 PM in the Council Chambers of the City Center at 212 Central Avenue. Present was Jill Nauman, John Siffert and Michael Anderson. Absent was Dustin Grage and Bryan Brengman. Also in attendance were Executive Director Laureen Bodin, Finance Director Kelly Horn, Community Planning & Economic Development Director David Kelly (remote), Parks and Rec Director Ryan, and City Clerk Susan Johnson.

**ELECTION OF OFFICERS**

Upon motion by Member Siffert, motion seconded by Member Anderson to elect the same officers as last year: Chair Jill Nauman, Vice Chair Mike Anderson, Treasurer Bryan Brengman.

Chair Nauman called for discussion. Member Anderson didn't feel it was right to elect Member Brengman to Treasurer when he was not present.

Member Siffert amended his motion pending Member Brengman's acceptance of his nomination. Member Anderson seconded the amended motion.

Chair Nauman called for any other nominations three times, and none were heard.

<b>VOTE</b>	<b>Grage</b>	<b>Brengman</b>	<b>Nauman</b>	<b>Siffert</b>	<b>Anderson</b>
Aye	<input type="checkbox"/>	<input type="checkbox"/>	X	X	X
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 3-0.

**AGENDA ADDITIONS**

**Introductions of Staff Members**

Executive Director Bodin introduced Parks & Rec Director Lee Ryan and Finance Director Kelly Horn.

**Discussion on Meeting Dates**

Member Anderson asked the Board if it was possible to change the regular scheduled meeting dates. He has a conflict with the second Thursday of each month. Executive Director Bodin said that Staff is available at the 4:00 time frame so the date could be set at the consensus of the Board. There were comments about lack of attendance for some of the members. Consensus was to look at moving meetings to the second Tuesday of the month at 4:00 PM. Staff will confirm with Members Grage and

Brengman for their input on the date change and then respond to all members. This new date would be effective for the February meeting.

**APPROVAL OF DECEMBER 9, 2022 MINUTES**

Upon motion by Member Siffert, motion seconded by Member Anderson to approve of the December 9, 2022 minutes.

<b>VOTE</b>	<b>Grage</b>	<b>Brengman</b>	<b>Nauman</b>	<b>Siffert</b>	<b>Anderson</b>
Aye	<input type="checkbox"/>	<input type="checkbox"/>	X	X	X
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 3-0.

**APPROVAL OF CLAIMS**

Upon motion by Member Anderson, motion seconded by Member Siffert to approve of the following claims.

**City of Buffalo**

**Buffalo Housing & Redevelopment Authority**

**Approval of Claims**

01/25/2022 Meeting

<b>Paid to:</b>	<b>Description</b>	<b>Date Paid</b>	<b>Check #</b>	<b>Amount</b>
City of Buffalo	IT	12/31/2021	3933	\$756.42
Grand View Ledge	TIF Tax	12/31/2021	3934	\$8,155.81
LHB	Professional Fees	12/31/2021	3935	\$480.00
Roers	TIF Tax	12/31/2021	3936	\$19,040.69
Taft Stettinus & Hollister	Legal Fees	12/31/2021	3937	\$1,600.00
Village Place	TIF Tax	12/31/2021	3938	\$27,811.85
Whirltronics	TIF Tax	12/31/2021	3939	\$22,384.15
City of Buffalo	IT	12/31/2021	3940	\$1,392.98
DLR Group	Professional Fees - BCAC	12/31/2021	3941	\$10,000.00
Ehlers	Professional Fees	12/31/2021	3942	\$250.00
LHB	Professional Fees	12/31/2021	3943	\$2,257.94
			<b>TOTAL:</b>	<b>\$94,129.84</b>

<b>VOTE</b>	Grage	Brengman	Nauman	Siffert	Anderson
Aye	<input type="checkbox"/>	<input type="checkbox"/>	X	X	X
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 3-0.

**OLD BUSINESS**

**Lakefront and Commons Area Preliminary Design**

Consulting Engineer Kannas said he and Landscape Architect Casey Byers are here to present an overview of the Highway 25 improvements. This is a concept plan, and they are looking for feedback. MnDOT approved the final geometric design layout in June of 2021. The preliminary design stage dealt with the width of roadway, sidewalks and everything related to geometrics. We are in now in the final design stage, which consists of elevations, exact utility design, right-of-way, and easement acquisition. He reviewed the plan with desired purposes and goals for the area.

Consulting Landscape Architect Byers reviewed that this project started in 2019 with the idea of treating the area as an extension of Sturges Park. He reviewed the details of the plan stating it preserves much of the Downtown Commons space as an extension of the overall project. Moving the roadway will allow for softening the elevation to the lake. The layout incorporates additional public open space between Highway 25 and Buffalo lake as well as south of the existing Downtown Commons. The design includes a wide median in the area.

Consulting Engineer Kannas said that in stakeholder meetings for the downtown visioning, a key component was for pedestrian safety. The median will allow for crossing one lane at a time. Rapid rectangular beacons are being considered to help pedestrian crossing. Member Anderson commented that if we want people to come and go, we need to make it safe for them to do so. Member Anderson mentioned the width on the trail should accommodate bikers and pedestrians.

Member Siffert asked about the timeline. Kannas said they will begin in 2023. There are many utilities to deal with in the area. The road will be shut down with a detour most likely all spring, summer, and fall.

Consulting Engineer Kannas reviewed that the City is the lead on the project with cost participation from MnDOT on the roadway, sidewalks, median and most of the storm sewer. Utilities such as water and sewer will be city costs.

**NEW BUSINESS**

**Termination of Tax Increment Financing (TIF) District 23, Havenwood**

Executive Director Bodin said this is unusual because we don't often have a termination request. There is a current sale pending and with that sale, the TIF will end. Bodin said that the buyer can't demonstrate a need to continue the TIF.

Upon motion by Member Siffert, seconded by Member Anderson to adopt resolution 2022-1 Resolution authorizing the Termination of Tax Increment Financing Documents for TIF District 23 Havenwood.

<b>VOTE</b>	Grage	Brengman	Nauman	Siffert	Anderson
Aye	<input type="checkbox"/>	<input type="checkbox"/>	X	X	X
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 3-0.

**STAFF UPDATES**

Community Planning & Economic Development Director Kelly gave a brief update on the Central MN Housing Project. He expects them to come to Council to formally relaunch the program in the coming months.

He said that the County is working on a purchase agreement with a developer for the former Human Services Building. They may come to the HRA for funding.

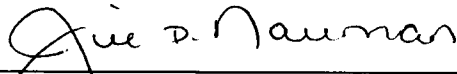
Kelly stated that he and incoming Assistant Administrator Gronau along with Council Members Enter and Wakefield will be participating in the Wright County EDA's task force for the long-term vision of the downtown government site.

**ADJOURN**

Upon motion by Member Anderson, motion seconded by Member Siffert to adjourn the meeting at 4:59 PM.

<b>VOTE</b>	Grage	Brengman	Nauman	Siffert	Anderson
Aye	<input type="checkbox"/>	<input type="checkbox"/>	X	X	X
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	X	X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 3-0.

  
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 Chairperson

  
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 Executive Director