

**HRA MINUTES
February 8, 2022**

CALL TO ORDER

Pursuant to due call and notice thereof, Chairperson Nauman called the HRA regular meeting to order at 4:00 PM in the Council Chambers of the City Center at 212 Central Avenue. Present was Bryan Brengman, Jill Nauman, John Siffert and Michael Anderson. Absent was Dustin Grage. Also in attendance were City Clerk Susan Johnson, Community Planning & Economic Development Director David Kelly, Assistant Administrator Taylor Gronau and Finance Director Kelly Horn.

AGENDA ADDITIONS

City Clerk Johnson noted for the record that Member Brengman did accept the appointment of the Secretary-Treasurer position for the Board that was made at the January 25 meeting.

City Clerk Johnson also noted that after polling those absent at the last meeting regarding moving the regular scheduled meetings to the second Tuesday of each month at 4:00 PM, Member Brengman was in favor of the change and Member Grage did not respond. The meetings for the HRA Board will officially be moved to the second Tuesday of each month at 4:00 PM.

APPROVAL OF JANUARY 25, 2022 MINUTES

Upon motion by Member Anderson, motion seconded by Member Siffert to approve of the January 25 minutes.

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

Motion passed 4-0.

APPROVAL OF CLAIMS

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

City of Buffalo
Buffalo Housing & Redevelopment Authority
Approval of Claims
 2/8/2022

Paid to:	Description	Date Paid	Check #	Amount
City of Buffalo	IT	01/26/2022	3944	\$756.42
Jovanovich	Legal Fees	01/26/2022	3945	\$95.00
TOTAL:				\$851.42

VOTE	Grage	Brenngman	Nauman	Siffert	Anderson
Aye	<input type="checkbox"/>	X	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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 4-0.

OLD BUSINESS-None

NEW BUSINESS

Downtown Façade Improvement Program Application – Forget Me Not Café, 22 Division Street

Community Planning & Economic Development Director David Kelly reviewed the HRA Board’s approval in December for a downtown improvement program. A grant application has been received from Brian Alexander, owner of Forget Me Not Café located at 22 Division Street, in the amount of \$7,500 for the replacement of windows. Two quotes have been received for the work to be done. SMA Exteriors and Restoration quoted \$20,169.25 and Alexander Exteriors quoted \$17,712.58.

If the application is approved by HRA, the applicant would complete the improvements and provide receipts for reimbursement up to \$7,500.

Applicant Brian Alexander reviewed the status of the windows and pictures were shown to the Board.

Member Anderson asked staff if the application met the requirements and if there were concerns with the applicant being self-contracting.

Community Planning & Economic Development Director David Kelly said that application does meet the requirements. He said staff doesn’t have any issues with the self-contracting as a second quote was received by the applicant and is in a fair value range.

Alexander said that he did request a quote from NMC Exteriors. They did come out to look at the job, but never submitted a quote.

Alexander said because he has direct connection with the manufacturer this helps the bidding numbers. He stated he can control the quality of the install by using his own people.

Upon motion by Member Siffert, motion seconded by Member Brengman to approve of the grant applicant the amount of \$7,500 to Brian Alexander as owner of the Forget Me Not Café for window replacement.

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

Motion passed 4-0.

STAFF UPDATES

Assistant Administrator Taylor Gronau introduced himself to the HRA Board.

Brian Alexander asked for clarification on the Board’s preference on white or black on the window frames. Consensus was that the Board was fine with the white on the back of the building to match the two already replaced windows, and black on the rest of the building.

Community Planning & Economic Development Director David Kelly reported that he, Assistant Administrator Gronau, Council Members Enter and Wakefield will be participating in the Government Center Task Force regarding the future of the downtown location. The task force will be led by WSB Consulting Firm.

Community Planning & Economic Development Director David Kelly reviewed that last night the Council gave approval for the Small Cities Development Program to move forward with application to DEED. This program has requirements for target areas and income levels. Commercial loans will be available for up to \$30,000 and residential loans for up to \$24,000 for those that meet application qualifications. Deadline for the funds to be applied for is April 2024 and funds must be used by September 2024.

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Buffalo HRA Minutes

ADJOURN

Meeting was adjourned at 4:29 PM.

Joe D. Nauman
Chairperson

Lauren Boden
Executive Director