



HRA Board Meeting Minutes
May 14, 2024

Chairperson: Robert Duncan, Presiding
Vice Chairperson: Mike Caughey, Present
Members: Kimberly Downey, Randy Klemm, Charlotte Thomas, and Cindy Knox
Members Absent: Robert Boese (Excused)
Staff Present: City Administrator Michele Eldridge, Finance Officer/Deputy City Recorder Cathy Nelson, and City Recorder/Municipal Court Clerk Lori Ross
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Chairperson Robert Duncan at the hour of 7:09pm.

CONCERNED CITIZEN(S) IN THE AUDIENCE: All in attendance were there for items on the agenda.

APPROVAL OF MINUTES: No comments or concerns.

- Thomas motioned to approve the minutes from the January 9, 2024 HRA Board Meeting and was seconded by Klemm. The motion passed unanimously by a vote of 5-0. (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.)

THE MATTER OF DISCUSSING THE HARRISBURG REDEVELOPMENT AGENCY FISCAL YEAR 2022-2023 AUDIT REPORT WITH THE HRA AUDITOR, STEVE TUCHSCHERER: Auditor Steve Tuchscherer once again joined the meeting via Zoom. Tuchscherer stated that no problems were found, and everything is as it should be. He pointed out page 40 of the agenda which listed a violation of overspending, which is not correct. He stated they will reissue that statement removing *"the agency over expended appropriations in one fund."* Tuchscherer thanked City Council for the opportunity to serve the City. No additional comments or concerns.

- Thomas **motioned to approve the HRA's Fiscal Year 2022-2023 Audit Report, as presented by the Auditor Steve Tuchscherer and was seconded by Downey. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.)

THE MATTER OF CONSIDERATION OF AN HRA GRANT REQUEST FOR A \$11,333 PROPERTY IMPROVEMENT GRANT FROM THE OWNERS OF THE JB WOODWORKS BUILDING, ALSO KNOWN AS THE MOODY BUILDING LOCATED AT 206 S 3RD ST: Eldridge referred to page 46 of the agenda, the narrative outlining the details of the Hoiland's request which includes resurfacing the roof and repairing nine windows.

- Owner, Brenda Hoiland approached the HRA thanking them for having a program that provides grants.
- Klemm asked if the failed windows were from the previous awarded grant and Hoiland replied that they are different windows, and these repairs will bring all windows current.
 - **Thomas motioned to approve the Property Improvement Grant Application for Jim and Brenda Hoiland in the amount of \$11,333 upon completion of the work described in the grant application for the Moody Building currently known as JB Woodworks and was seconded by Caughey. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.)

THE MATTER OF APPROVING THE HARRISBURG REDEVELOPMENT AGENCY 2ND AND 3RD QUARTER 2023/2024 EXPENSE REPORT: Nelson stated that the 3rd quarter taxes are at 91% which is higher than expected due to revenue sharing and that investment revenue is 214% over what's budgeted due to interest rates. No additional comments or concerns.

- **Caughey motioned to approve the HRA 2nd and 3rd Quarter 2023/2024 Expense Report and was seconded by Thomas. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.)

THE MATTER OF REVIEWING AND ACCEPTING THE ANNUAL REPORT OF THE HARRISBURG REDEVELOPMENT AGENCY (HRA): Eldridge stated that this report is required as per state statute. Eldridge pointed out page 70 of the agenda, which outlines different projects the HRA has provided grants for over the years. Eldridge commented that she appreciates having money from the program and the option of using some of those funds for the water bond project if needed. No comments or concerns.

- **Klemm motioned to approve the Annual Report for the Harrisburg Redevelopment Agency and was seconded by Caughey. The motion passed unanimously by a vote of 5-0.** (Yes: Caughey, Downey, Klemm, Thomas and Knox. No: None.)

Others: None.

With no further discussion, the HRA Board Meeting adjourned at the hour of 7:32pm to return to the City Council Work Session.

Chairperson

City Recorder