



Harrisburg Redevelopment Agency Board Minutes August 13, 2019

Meeting Location: Harrisburg Municipal Center - 354 Smith St.

CALL TO ORDER AND ROLL CALL: At the hour of 7:36 pm, the meeting was called to order and was presided by Chairperson Robert Duncan. Present were Board Members Mike Caughey, Kim Downey, Rob Boese, Adam Keaton, and Charlotte Thomas. Staff present were City Administrator Brian Latta, City Recorder/Asst. City Administrator Michele Eldridge, Public Works Director Chuck Scholz and Finance Officer Tim Gaines.

CONCERNED CITIZEN(S) IN THE AUDIENCE: None (All present were there for the City Council meeting.)

APPROVAL OF MINUTES:

- Thomas **motioned to approve the minutes and was seconded** by Downey. **The HRA Board then voted unanimously to approve the minutes of June 25, 2019.**

THE MATTER OF CONSIDERING A GRANT REQUEST FOR SCOTT & RENEE PHELPS.

Staff Report: Latta summarized the agenda bill and noted that the grant will be to replace the siding on the building, and to paint it as well. They will be placing horizontal lap siding on the building, with fiber cement panels in a board and batten style above that. They hope to find brick on the eastern face of the building. If they do, they might fix that, and keep it in place. If they do find it, they hope to apply for additional funding. The cost of the work is approximately \$33,000, and with the 50% matching requirement, the grant request is for \$16,600. Staff recommends approving the request, as it is within the stated guidelines for the HRA district.

Thomas asked how the funding would be provided, and Latta told her it was reimbursement based. Mayor Duncan asked if it was within the historic district and was told that it was. However, the building is not a special building on the historic list. Caughey asked if they would paint the brick, if they were to find some? Scott Phelps, the applicant, said that we'll find out when the siding comes off. If there is a small section, then we will see what it looks like. If there is a larger section that faces the main drag, then they would like to do something to improve that. Boese asked if they would try to enhance it, or just bring it back to life? Phelps told him that they would bring it back to life. Caughey asked what the address was for the property. Renee Phelps told him that there are several. However, Scott Phelps said that the number on the license is 170 S. 3rd. Keaton asked if they had been told about the downtown revitalization program (Main Street Program), and was told

yes, by Eldridge. She noted that invitations had been sent to all property owners inside the district. The Phelps said that they had gotten something.

- Thomas **motioned to approve the property improvement grant application (HRA G 05) for Scott and Renee Phelps in an amount of \$16,600. She was seconded** by both Downey and Caughey at the same time. **The HRA Board then voted unanimously to approve the grant to Scott & Renee Phelps in the amount of \$16,600, in order to make improvements on their building located at 170 S. 3rd St.**

THE MATTER OF REVIEWING THE HRA 4TH QUARTER FINANCIAL REPORT DOCUMENT.

Staff Report: Gaines reminded the board that since is the last report of the previous fiscal year, that the financial audit will likely have some adjustments to make to the HRA accounting, such as taxes, etc.

- Thomas asked him about the total revenue \$124,103.36 shown in red on the report.
- Gaines told her that our current revenue figures exceed what we budgeted. It's a good thing.
- Caughey said that we know what it means, but because it's in red ink, it looks and sounds like it's something bad. Could we change the nomenclature?
- Gaines said that we could change it if they would like.
- Keaton suggested that we turn it green instead.
- Caughey **motioned to approve the HRA 4th Quarter Financial Report for Fiscal Year 2018-019. He was seconded** by Downey and the **Board voted unanimously to approve the HRA 4th Quarter Financial Report.**

OTHER: None

With no further business to discuss, the HRA Board adjourned at the hour of 7:47pm.

Chairperson

City Recorder