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HRA Board Meeting Minutes January 14, 2025

Chairperson: Robert Duncan, Presiding
Vice Chairperson: Mike Caughey, Absent (Excused)
Members: Kimberly Downey, Randy Klemm, Charlotte Thomas, Cindy Knox, Dana Henry and Youth Advisor Nolan Malpass
Staff Present: City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Director/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Administrator Lori Ross
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL BY CHAIR PERSON ROBERT DUNCAN at the hour of 7:52pm.

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

MOTION TO APPROVE THE HRA BOARD MINUTES FROM JUNE 11, 2024 & JUNE 25, 2024:
No comments or concerns.

- Thomas **motioned to approve the June 11, 2024 and the June 25, 2024 HRA Board Minutes and was seconded by Downey. The motion passed unanimously by a vote of 5-0.** (Yes: Thomas, Downey, Klemm, Knox, and Henry. Youth Advisor Malpass also voted in favor. No: None.)

THE MATTER OF HOLDING AN ANNUAL HRA MEETING AS REQUIRED BY THE HRA BY-LAWS, ARTICLE III, SECTION 1: Eldridge informed Council that a former employee at the Linn County Tax Assessor's Office submitted the incorrect statute language to the Oregon Department of Revenue for Substantial Amendment No. 6. Therefore, property taxes in the HRA District have been reset causing the HRA a loss of revenue for this fiscal year. Staff contacted the new Tax

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Assessor for Linn County, Matt Pitcher and he was able to work with the DOR and it should be fixed by the end of 2025. Eldridge confirmed they will revert the valuation back to the 1992 levels and the taxing agencies in the district will be adjusted accordingly in November of 2025. Eldridge stated the HRA was expecting to receive \$220,663 this fiscal year. The majority of that will now be received in the next fiscal year. Eldridge assured Council the HRA does have enough in the beginning fund balance to cover the principle/interest bond payment that is due. Eldridge and Nelson will both be meeting with Linn County next week to review the action taken going forward.

- Thomas wants the City to be compensated for the loss in investment revenue due to this error. She also wanted to know if there was any recourse if we don't like their solution. Nelson stated yes, our Attorney would then get involved.
- Henry asked if there was any other financial impact for the City. Nelson stated that she can't answer that yet, due to not knowing for certain what their actual fix will be.
- Klemm wants this to be brought to the attention of Representative Jamie Cate at City Day at the Capital.
- Eldridge informed Council that Donnell and Patrick Freeman inquired about a \$30,000 HRA Grant to use on the VFW Quonset Hut for exterior improvements. Eldridge suggested that we could use funds from the HRA or from the Community & Economic Development Fund.
- Thomas feels the HRA Funds need to be prioritized for the Water Bond Project.

THE MATTER OF APPROVING THE HARRISBURG REDEVELOPMENT AGENCY 4TH QUARTER 2023/2024 EXPENSE REPORT AND THE 1ST QUARTER 2024/2025 EXPENSE REPORTS:

Nelson referred to page 9 of the agenda showing the 4th Quarter Expense Report for 2023/2024. The HRA received 102% of revenues and spent 9.63%. Page 10 shows the 1st Quarter Expense Report for FY 2024/2025 pointing out the period actual for taxes received of \$9,630 is very low due to the error between Linn County and the Department of Revenue. It will be corrected and will be doubled next year. Nelson pointed out errors in her spreadsheet and asked Council to only refer to the actual period which is correct. Nelson will fix the spreadsheet, and it will be provided with the minutes as **Addendum 1**.

- Thomas asked if we have received the \$28,000 in Investment Revenue and if the Expenditures are correct. Nelson replied yes to both.
 - Thomas **motioned to approve the HRA 4th Quarter 2023/2024 and HRA 1st Quarter 2024/2025 Expense Reports and was seconded by Downey. The motion passed unanimously by a vote of 5-0.** (Yes: Thomas, Downey, Klemm, Knox and Henry. Malpass also voted in favor. No: None.)

With no further business, the HRA Board meeting adjourned at the hour of 8:10pm.

Chairperson

City Recorder

Beginning Date: 7/1/2024
 Ending Date: 9/30/2024

**HARRISBURG REDEVELOPEMENT AGENCY
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2024**

HRA GENERAL FUND

REVENUES (RESOURCES)

Acct Mask	OBJECT CLASSIFICATION (DESCRIPTION)	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PERCENTAGE
71-39-9900 71-39-9900	BEGINNING FUND BALANCE	2,179,775.00	2,179,775.00	2,517,412.00	(337,637.00)	86.59%
71-31-1000 71-31-2000	TAXES	2,272.03	2,272.03	225,163.00	(222,890.97)	1.01%
71-36-0001 71-36-9999	INVESTMENT REVENUE	28,329.81	28,329.81	60,000.00	(31,670.19)	47.22%
71-37-00001 71-37-9999	MISCELLANEOUS REVENUE	2,800.83	2,800.83	9,000.00	(6,199.17)	31.12%
TOTAL FUND REVENUE		2,213,177.67	2,213,177.67	2,811,575.00	(598,397.33)	78.72%

EXPENDITURES (REQUIREMENTS)

	OBJECT CLASSIFICATION (DESCRIPTION)	PERIOD ACTUAL	YTD ACTUAL	BUDGET	REMAINING	PERCENTAGE
71-50-0001 71-50-9999	MATERIALS & SERVICE	3,275.31	3,275.31	22,030.00	18,754.69	14.87%
71-78-0001 71-78-9999	CAPITAL OUTLAY	3,765.00	3,765.00	2,523,145.00	2,519,380.00	0.15%
71-87-0000 71-87-9999	SPECIAL PAYMENTS	11,332.84	11,332.84	50,000.00	38,667.16	22.67%
71-89-0000 71-89-9999	DEBT SERVICES	0.00	0.00	216,400.00	216,400.00	0.00%
TOTAL FUND EXPENDITURES		18,373.15	18,373.15	2,811,575.00	2,793,201.85	0.65%
NET REVENUES OVER EXPENDITURES		2,194,804.52	2,194,804.52	0.00		