



HRA Board Meeting Minutes July 22, 2025

Chairperson:	Robert Duncan, Presiding
Vice Chairperson:	Mike Caughey, Present
Members:	Kimberly Downey, Charlotte Thomas, and Dana Henry (by phone)
Members Absent:	Randy Klemm and Cindy Knox
Staff Present:	City Administrator Michele Eldridge, 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 8:00pm.

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 10, 2025: No comments or concerns.

- Downey **motioned to approve the HRA Board Minutes for June 10, 2025 and was seconded by Thomas. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Thomas, Caughey and Henry. No: None.)

THE MATTER OF AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A DEVELOPMENT AGREEMENT WITH PATRICK AND DONNELL FREEMAN, OWNERS, IN RELATION TO A \$30,702.50 PROPERTY IMPROVEMENT GRANT APPROVED FOR THE VFW QUONSET HUT LOCATED AT 160 SMITH ST: Eldridge informed Council this request has already been approved by the Planning Commission and the HRA Board is just giving approval for the agreement to be signed. Eldridge added that the Planning Commission did deny their variance request for an apartment due to the fact of the building being located in the Historical District.

- Downey **motioned to authorize the Executive Director to sign a Development Agreement with Patrick and Donnell Freeman, owners of the former VFW Quonset Hut located at 160 Smith St and was seconded by Thomas. The motion passed unanimously by a vote of 4-0.** (Yes: Downey, Thomas, Caughey, and Henry. No: None.)

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THE MATTER OF AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A DEVELOPMENT AGREEMENT WITH HEIDI KROPF, OWNER, IN RELATION TO A \$19,297.50 PROPERTY IMPROVEMENT GRANT APPROVED FOR PROPERTY LOCATED AT 234 S. 3RD ST: Eldridge pointed out a couple of corrections to the staff report. On page 11 the maximum dollar amount should be \$19,207.50 and on page 12 the owner listed should be Heidi Kropf with her mailing address. Some of the work includes a new man door on the south side of building, brick siding and enclosing the bay doors with new garage doors. The building will be used for storage and not retail.

- Thomas **motioned to authorize the Executive Director to sign a Development Agreement with Heidi Kropf for property located at 234 S 3rd St and was seconded by** Caughey. **The motion passed unanimously by a vote of 4-0.** (Yes: Thomas, Caughey, Downey and Henry. No: None.)

With no further business, the HRA Board Meeting adjourned at the hour of 8:07pm.

Chairperson

City Recorder