



Harrisburg Redevelopment Agency Board Meeting Minutes October 13, 2020

Chairperson: Robert Duncan, Presiding
Vice Chairperson: Mike Caughey, Present
Members Present: Robert Boese, Adam Keaton, and Randy Klemm
Members Absent: Kim Downey and Charlotte Thomas
Staff Present: City Administrator John Hitt, Assistant City Administrator/City Recorder Michele Eldridge, Finance Officer Cathy Nelson, and PW Director Chuck Scholz
Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

CALL TO ORDER AND ROLL CALL BY CHAIRPERSON ROBERT DUNCAN at the hour of 7:00pm.

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

THE MATTER OF DISCUSSING THE HARRISBURG REDEVELOPMENT AGENCY FISCAL YEAR 2018-2019 AUDIT REPORT WITH THE AUDITOR, STEVE TUCHSCHERER

STAFF REPORT: Tuchscherer said that the same comments in relation to internal controls apply to the HRA as well. The HRA is really just getting going on the types of uses it was meant to exist for. The biggest challenge with the HRA is with the loans paid out, and grants made to local businesses. There is a spreadsheet going on there, so you need to understand how those spreadsheets balance and relate to the accounting. You also need to make sure you understand what the agreement is for each loan, and make sure that they are being adhered to. The bond details are the biggest challenge for them and requires a second set of books. Mainly, the issue with the HRA loans and grants, and the processes around them, need to be tightly controlled. Otherwise, everything is the same as the City accounting.

- **Klemm motioned to approve the HRA's Fiscal Year 2018-2019 Audit Report, as Presented by the Auditor Steve Tuchscherer, and was seconded by Caughey. The HRA Board then voted unanimously to approve the HRA's Fiscal Year 2018-2019 Audit Report.**

APPROVAL OF MINUTES

- **Klemm motioned to approve the minutes of June 23, 2020 and was seconded by Caughey. The HRA Board then voted unanimously to approve the Minutes of June 23, 2020.**

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THE MATTER OF APPROVING THE HARRISBURG REDEVELOPMENT AGENCY FISCAL YEAR 2019/2020 (4TH Quarter) EXPENSE REPORT

STAFF REPORT: Hitt noted that this was a one-page report, cut and dried, and there isn't much to report on. This is the 4th Quarter report, and the end of the year, but the amounts represent the fiscal year before that.

- Keaton **motioned to approve the HRA Fiscal Year 2019-2020 (4th Quarter) Expense Report and was seconded** by Caughey. **The HRA Board then voted unanimously to approve the 4th Quarter Expense Report.**

OTHER - None

ADJOURN: The HRA Board adjourned at the hour of 7:08pm in order to return to the City Council meeting.

HRA Chairperson

HRA Secretary