



HRA Board Meeting Agenda

April 08, 2025

6:30 PM

(Immediately Following the City Council Meeting)

Chairperson: Robert Duncan
Vice Chairperson: Mike Caughey
Members: Kimberly Downey, Randy Klemm, Charlotte Thomas, Cindy Knox,
Dana Henry and Youth Advisor Nolan Malpass
Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

PUBLIC NOTICES:

1. *This meeting is open to the public and will be tape-recorded.*
2. *Copies of the Staff Reports or other written documents relating to each item on the agenda are on file in the office of the City Recorder and are available for public inspection.*
3. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices and sign language assistance are requested to contact City Hall at 541-995-6655, at least 48 hours prior to the meeting date. If a meeting is held with less than 48 hours' notice, reasonable effort shall be made to have an interpreter present. The requirement for an interpreter does not apply to an emergency meeting. ORS 192.630(5)*
4. *Persons contacting the City for information requiring accessibility for deaf, hard of hearing, or speech-impaired persons, can use TTY 711; call 1-800-735-1232, or for Spanish voice TTY, call 1-800-735-3896.*
5. *The City of Harrisburg does not discriminate against individuals with disabilities, and is an equal opportunity provider.*
6. *For information regarding items of discussion on this agenda, please contact City Recorder, Lori Ross, at 541-995-6655*

CALL TO ORDER AND ROLL CALL BY CHAIR PERSON ROBERT DUNCAN

CONCERNED CITIZEN(S) IN THE AUDIENCE. (Please limit presentation to two minutes per issue.)

APPROVAL OF MINUTES

- 1. MOTION TO APPROVE THE HRA BOARD MINUTES FOR JANUARY 29, 2025 AND MARCH 11, 2025**

NEW BUSINESS

- 2. THE MATTER OF INFORMATION RELATED TO THE MAIN STREET REVITALIZATION GRANT FOR THE QUONSET LOCATED ON THE NORTH SIDE OF SMITH ST AT 145 SMITH ST.**

STAFF REPORT:

Exhibit A: Final Funding Agreement

ACTION: MOTION TO AMEND OR AUTHORIZE THE FUNDING AGREEMENT, AND TO AMEND THE ORIGINAL CONDITIONS OF APPROVAL

- 3. THE MATTER OF APPROVING THE HARRISBURG REDEVELOPMENT AGENCY 2nd QUARTER 2024/2025 EXPENSE REPORTS**

STAFF REPORT:

Exhibit A: 2nd Quarter HRA Expense Report Ending December 31, 2024

ACTION: MOTION TO APPROVE THE HRA 2nd QUARTER 2024/2025 EXPENSE REPORTS.

OTHER

ADJOURN



HRA Board Meeting Minutes January 29, 2025

Chairperson: Robert Duncan, Presiding
 Vice Chairperson: *Mike Caughey, Absent (Excused)
 Members Present: Kimberly Downey, Randy Klemm, Cindy Knox, Dana Henry
 and Youth Advisor Nolan Malpass
 Members Absent: Charlotte Thomas (Excused)
 Meeting Location: Harrisburg Municipal Center Located at 354 Smith St

**Council President Caughey was absent from this meeting. He was nominated to become HRA Vice-Chair once again even though he has not been given the Oath of Office. Oath of Office will be administered at the February 11, 2025 meeting.*

CALL TO ORDER AND ROLL CALL BY CHAIRPERSON ROBERT DUNCAN at the hour of 7:38pm

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

MOTION TO APPROVE THE HRA BOARD MINUTES FROM JANUARY 14, 2025

- Downey motioned to approve the January 14, 2025 HRA Board Minutes and was seconded by Klemm. The motion passed unanimously by a vote of 4-0. (Yes: Downey, Klemm, Knox, and Henry. Youth Advisor Malpass also voted in favor. No: None.)

THE MATTER OF REVIEWING THE REQUEST FOR FUNDING FOR PROPERTY IN THE COMMERCIAL DISTRICT UNDER THE COMMUNITY AND ECONOMIC DEVELOPMENT GRANT:

As per Council's motion at tonight's City Council meeting, this request was moved to the HRA Meeting. Please see the January 29, 2025 City Council Meeting Minutes for discussion.

- Downey motioned to approve the request for the \$30,852.50 for Donelle & Patrick Freeman for the initial work to improve the former VFW Quonset Hut Structure to be paid from the HRA Property Improvement Grant Fund and was seconded by Knox.

January 29, 2025

- Henry asked if it would be best to leave the dollar amount open in case the applicant's funding request is higher or lower.
- Klemm asked if the Freeman's pursued anyone local for the electrical work. The Freeman's stated they are happy with the electrician they have been using for years. They have tried to use local as much as possible.

The motioned then passed unanimously by a vote of 4-0. (Yes: Downey, Knox, Klemm and Henry. Youth Advisor Malpass also voted in favor. No: None.)

THE MATTER OF REVIEWING AND ACCEPTING THE ANNUAL REPORT OF THE HARRISBURG REDEVELOPMENT AGENCY (HRA):

Mayor Duncan introduced the agenda item then voiced his gratitude to Eldridge for her work with pursuing the HRA Fund Payment from Linn County. Other discussion in relation included:

- Downey also stated how impressed she was with Eldridge's performance at City Day at the Capital and how she represented our City.
- Eldridge stated they submitted their third submission to the Capital Request for the Water Bond Project and Downey added that Senator Hayden stated he would try to push their request through.

Nelson noted the City has already received one check from the County for the HRA Fund for an overpayment on fees. Nelson also added this report is for last year.

- Knox asked if the Urban Renewal Area is the same as the HRA and Nelson replied, yes.
- **Klemm motioned to approve the Annual Report for the Harrisburg Redevelopment Agency and was seconded by Downey. The motion passed unanimously by a vote of 4-0.** (Yes: Klemm, Downey, Knox and Henry. Youth Advisor Malpass also voted in favor. No: None.)

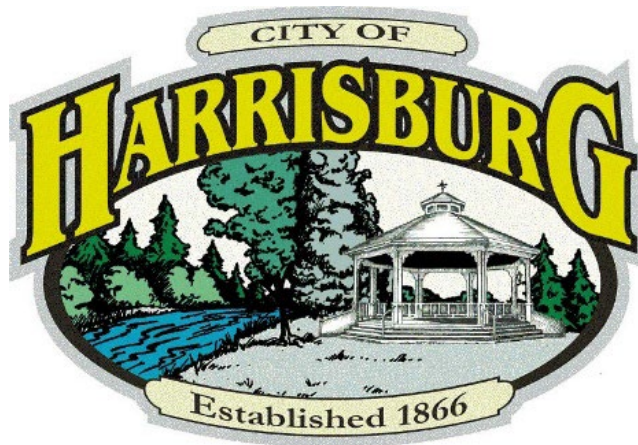
OTHERS:

- Henry inquired about the \$8.1M maximum indebtedness in the HRA Fund and the availability of \$2.2M and wanted to know the plan to pay off the \$6M already spent.
 - Nelson informed Henry that during the life of the HRA, the HRA is only allowed to have a maximum of \$8.1M debt total and not at one time. She added the majority of that has been paid back.
 - Eldridge stated the remaining \$2.2M can be used towards the Water Bond project if needed or can be used for the HRA Plan. Eldridge added these funds have already been voted on by the residents for expenditure.
 - Knox inquired if the \$2.3M the City is asking for, from the State for the Water Bond Project, would keep us from needing to use the HRA funds and Nelson replied, yes.

With no further discussion, the HRA Board Meeting adjourned at the hour of 7:58pm.

Chairperson

City Recorder



HRA Board Meeting Minutes March 11, 2025

Chairperson: Robert Duncan, Presiding
Vice Chairperson: Mike Caughey, Present
Members Present: Kimberly Downey, Randy Klemm, Charlotte Thomas, Cindy Knox, and Dana Henry
Members Absent: Youth Advisor Nolan Malpass
Staff Present: 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 CHAIRPERSON ROBERT DUNCAN at the hour of 8:04pm.

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

THE MATTER OF CONSIDERING PROVIDING APPROVAL FOR PATRICK AND DONNEL FREEMAN TO APPLY FOR THE MAIN STREET REVITALIZATION GRANT FOR THE QUONSET HUT SET ON THE NORTH SIDE OF SMITH ST AT 145 SMITH ST: Klemm confirmed this matter is the same information as presented at the City Council Meeting this evening. Mayor Duncan responded yes.

- Thomas **motioned to authorize the City Administrator to sign the application for the Main Street Revitalization Grant, as conditioned and was seconded by Klemm. The motion passed unanimously by a vote of 6-0.** (Yes: Thomas, Klemm, Caughey, Downey, Knox, and Henry. No: None.)

[Since this was a duplicate item in both the City Council Agenda and the HRA Agenda, discussion minutes can be found in the March 11, 2025 City Council Meeting for review.]

With no further business, the HRA Board Meeting adjourned at the hour of 8:06pm.

Chairperson

City Recorder

Agenda Bill
Harrisburg Redevelopment Agency
Harrisburg, Oregon

**THE MATTER OF INFORMATION RELATED TO THE MAIN STREET
REVITALIZATION GRANT FOR THE QUONSET LOCATED ON THE NORTH
SIDE OF SMITH ST AT 145 SMITH ST.**

STAFF REPORT:

Exhibit A: Final Funding Agreement

**ACTION: MOTION TO AMEND OR AUTHORIZE THE FUNDING AGREEMENT,
AND TO AMEND THE ORIGINAL CONDITIONS OF APPROVAL**

THIS AGENDA BILL IS DESTINED FOR: Agenda – April 8, 2025

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
\$0	N/A	N/A

STAFF RECOMMENDATION:

Staff recommends review and discussion

BACKGROUND INFORMATION:

At the meeting on March 11, 2025, Patrick and Donnell Freeman asked for permission to apply for the Main Street Revitalization Grant, to improve the Quonset hut located at 145 Smith St. The Freemans hadn't asked about applying until the 10th of March, so there was very little time to obtain the information needed for a thorough staff report and research. Staff had been told previously that the Main St. Revitalization Grant was applicable only to older buildings, such as the International Order of Oddfellows building. However, as noted at that meeting, the grant is also applicable to projects like the Quonset Hut, rather than just turn of the century buildings.

While staff reviewed and put together the funding agreement for this project, while working on the grant, she realized that some of the information shared with the board was incorrect. The actual grant had been updated to \$400,000 being available for eligible projects that are approved. Staff hadn't yet received any kind of documentation in relation to the funds being requested, so had based the numbers on the previous grant request. The actual grant amount requested by the Freemans was \$369,728.

The grant match was the same, with a 30% match. Therefore, the actual amount being invested by the Freeman's is more than previously reported. The actual investment is \$114,000 of their own funds toward this project. Other than staff support, monitoring and reporting, the HRA and City of Harrisburg have no other funds being extended for this project.

Staff had to submit the Funding Agreement to the Main Street Revitalization Grant Portal by March 13th. While Patrick had provided much of the initial information in the grant request, Staff had to revise portions of the narrative and updated other sections. She also had to assemble a letter of support from the Mayor to apply to the grant request portal. Other projects were put to the side during a two-day period, as obtaining an investment in our community like this is a priority.

While it's better for a funding agreement to be provided to the Board for approval before it was signed, with only three days, there was no time to bring it back to the HRA Board for approval. Luckily, with no funds being expended by the City or HRA for this project, there was no risk involved. The agreement is the same as that approved by the Board for the last Main Street Revitalization Grant, which comes from the Oregon Parks and Recreation Department. This agreement has also been approved by the previous City Attorney.

If the HRA Board would like to change anything in the agreement, that can be negotiated with the Freeman's, and be brought to a future meeting. The grant application required the agreement to be present, but it's an easy thing to update through the grant manager. The Conditions of Approval below have also been updated only to account for the change in the match figure. The motion above can account for an amendment to the funding agreement, if desired, and the amendment to the conditions of approval.

Revised Conditions of Approval:

1. Patrick & Donnell Freeman must meet with the HRA Board and let us know what plans they have for the property. This will be an informal meeting.
2. The Freeman's, or their company, must enter into an agreement with the HRA Board that they will provide the \$114,000 matching funds for the City, who will be a fiduciary agent for this grant. The funds will be provided when and if the grant is successful.
3. The Freemans must go through whatever types of planning requirements will apply to their property prior to doing any work. There will likely be a site plan needed, along with a historical district permit.

The Main Street Revitalization Grant is very competitive, and as noted previously, if the grant is not successful, none of this will be needed. The City of Harrisburg and Redevelopment Agency Board love to see this level of investment and development occurring in downtown Harrisburg and recognize that the opportunity to apply for this large grant requires some last-minute approvals. The Freeman's have been part of a successful Main Street Revitalization Grant in the past and have shown a level of commitment to the City of Harrisburg as well. We hope that more development in this area will help open the doors to more businesses coming to downtown Harrisburg.

REVIEW AND APPROVAL:



04.08.25

Michele Eldridge
City Administrator

Date

Funding Agreement

This Funding Agreement, hereinafter referred to as the "Agreement", dated this 20th day of March, 2025, is made and entered into by and between HARRISBURG REDEVELOPMENT AGENCY, an urban renewal agency of the State of Oregon, hereinafter referred to as "Agency" and PATRICK & DONNELL FREEMAN REV LIV TRUST, hereinafter referred to as the "Recipient." This Agreement is entered into in order to provide local matching funds for, and is contingent upon, the award of an Oregon Main Street Revitalization Grant Agreement between the State of Oregon Parks and Recreation Department as Grantor and the Agency as Grantee, dated March 13, 2025.

1. The Agency agrees to pay to Recipient a sum not to exceed Two Hundred Fifty-Five Thousand, Seven Hundred Twenty-Eight and No/100 (\$255,728.00) Dollars as funding for rehabilitation of the 1940 Quonset Hut and Harrisburg historical building located at 145 Smith St., Harrisburg, Oregon, (the "Project") subject to the terms and conditions set forth in this Agreement. The Recipient agrees to abide by the terms of this Agreement and to refund the money in the event of breach of this Agreement.
2. The sum set forth above shall be used exclusively for the Project, in accordance with the terms of that certain Oregon Main Street Revitalization Grant agreement in the amount of \$369,728 dated March 13, 2025, between the Agency and the State of Oregon Parks and Recreation Department (the "Grant").
3. Recipient hereby agrees to provide the Agency with all matching funds, up to the full amount of \$114,000 when and if the grant is approved and issued.
3. As a condition of receiving this grant, the Recipient agrees as follows:
 - a) To hire a licensed contractor or contractors, in good standing with the Oregon Construction Contractors Board, to complete the Project.
 - b) To require said contractors to obtain and maintain all required permits, licenses and inspections, and to perform all work consistent with the Secretary of the Interior's Standards for Rehabilitation of Historic Properties and with all other applicable federal, state and local laws.
 - c) To maintain in good standing the status of Recipient as an active living trust must be maintained. Any change in or suspension of such status shall be reported immediately to the Agency.
 - d) That all of Recipient's disbursements of funds provided by the Agency pursuant to this Agreement shall comply with applicable laws, rules, and regulations pertaining thereto. Any such disbursement which is inconsistent with such standards shall be refunded to the Agency within thirty (30) days of notice by the Agency or may be withheld from disbursement to Recipient by the Agency.
 - e) To make available to the Agency all records, reports, or similar required by the Agency to comply with any reporting requirement of the Oregon Main Street Revitalization Grant Agreement or other accounting

requirements of the Agency.

- f) To follow processes needed to meet the requirements of HMC Title 18 and 19, dependent upon uses allowed in a commercial zone, and historical district design requirements in HMC 18.65.050.

- 4. Recipient also warrants that it will comply, as applicable, with:
 - a) The additional inspections required by the Grant after completion of the Project.
 - b) Requirements forbidding interests in this Agreement by Agency and local officials. No employee or representative of the Agency, no designee or agent, and no other public official who exercises any functions or responsibilities with respect to the Project during his/her tenure or for one year thereafter, may have any interest, direct or indirect, in this Agreement or in the proceeds of any contract or subcontract for work to be performed in connection with the Project assisted under this Agreement.

5. The Grant is a reimbursement grant, subject to approved inspections. Agency will not release the final \$50,000 to Recipient until the Project is complete and all required inspections have been approved. Payment to Recipient shall be by reimbursement for qualifying expenses. Qualifying expenses include all costs necessarily incurred after WALMA 20, 2025, and before March 31, 2028, to implement the Project, and within the line-item limits of the Revitalization Grant Budget set forth in **Exhibit A**. Receipts must be provided to the Agency for reimbursement. Proof of payment by Recipient for all receipts must be provided (e.g., cancelled checks).

6. Funds will be disbursed to Recipient within 30 days of the receipt of reimbursement funds by Agency, with the submission of a full invoice from Recipient, setting forth the date, invoice number and total reimbursement amount to be paid, with all receipts and proofs of payment attached.

7. Recipient acknowledges that the cost of the Project may exceed the maximum amount of the Grant and the equivalent matching funds. Recipient agrees that any costs it incurs above and beyond the amount of the Grant and the matching funds shall be the sole responsibility of Recipient and shall not be the responsibility of the Agency or any person or entity affiliated with the Agency.

8. Recipient shall complete the Project no later than March 31, 2028. The Agency is not obligated to reimburse any Project costs incurred after this date (the "Project Completion Deadline"). Promptly after the Project Completion Deadline or any termination of this Funding Agreement, Recipient shall repay to the Agency any Grant or matching funds remaining in its possession that are not needed to cover the qualifying expenses described in paragraph 6. This repayment obligation shall survive any termination of this Agreement. Recipient agrees to implement the Project in an expeditious and diligent manner, in accordance with all the requirements of this Agreement.

9. Recipient agrees that if the terms of paragraphs 3 and 4 are not met, the Agency shall not be obligated to disburse grant funds to Recipient.

10. Agency shall be responsible for all grant reporting for the project. The recipient will assist with the provision of pictures, and submission of correct documentation needed for reimbursement requests.

11. No funds provided to the Recipient by the Agency under this Agreement, or by the Agency under any other Agreement or arrangement, shall be deemed by either the Agency or Recipient to be eligible for consideration or use as a matching cash contribution for any other Agency funding not anticipated within the scope or time frame of this Agreement.

12. Recipient shall indemnify, protect, defend, and hold the Agency, its officers, agents, employees and assigns, harmless against any actions, claim for injury or damage and all loss, liability, cost or expense, including court costs and attorney's fees, arising out of or resulting directly or indirectly from the performance of this Agreement, except, to the extent not prohibited by ORS 30.140, for that resulting from the sole negligence of the Agency. Nothing in this Agreement should be interpreted as imposing any liability on the Agency beyond the limits of the Oregon Tort Claims Act.

13. From the date the Project is commenced until the date of its completion, Recipient shall obtain and maintain General Liability Insurance including personal injury, bodily injury and property damage with limits as may be provided by Excess or Umbrella policy: \$2,000,000 Per Occurrence / \$2,000,000 General Aggregate / \$2,000,000 Products and Completed Operations Aggregate. From the date the Project is commenced and until the date of its completion, Recipient shall obtain and maintain a fire and casualty insurance policy on the property and work at a level of coverage sufficient to replace the structure. Recipient agrees to have and maintain the policies, endorsements, certificates, and/or binders required under this paragraph. A lapse in any required insurance coverage during this Agreement shall be a breach of this Agreement.

14. Should the above-described insurance policy be subject to cancellation or termination prior to the completion of the Project, Recipient shall notify the Agency in writing by certified mail, return receipt requested, 30 days prior to the cancellation or termination date of such policy. Recipient shall furnish acceptable insurance certificates to the Agency, with original endorsements signed by a person authorized by that insurer to bind coverage on its behalf. If additional insured status (or subrogation waiver) is requested, each line of insurance shall be marked in the appropriate box on the insurance certificate to indicate the policy endorsement ensuring the Agency is an Additional Insured (and/or Subrogation is Waived) subject to the terms and conditions and/or respective to the work under this Agreement. Recipient shall be financially responsible for all pertinent deductibles, self-insured retention and/or self-insurance. All such deductibles, retention, or self-insurance must be declared to, and approved by, the Agency.

15. Any documents or notices required or permitted to be given to the Agency or to Recipient shall be sent by certified mail with a return receipt requested or may be delivered in person. The notice or document shall be deemed to be given on the next business day following its deposit in the United States mail, or after being delivered to

Agency. Notices or documents to the Agency shall be sent to:

Harrisburg Redevelopment Agency
Attn: Executive Director Michele Eldridge
PO Box 378
120 Smith St.
Harrisburg OR 97446

Notices or documents to Recipient shall be sent to:

Patrick or Donnell Freeman Rev Liv Trust
PO Box 588
Harrisburg, OR 97446

Notices and documents may also be hand-delivered to the Agency or to Recipient at their addresses listed above. The Agency and Recipient may also by mutual agreement choose notification by e-mail, and in the event they so choose, notice shall be deemed given upon the Agency's or Recipient's e-mail response indicating receipt of an e-mail from the other. Each party agrees to notify the other of a change of address by certified mail, return receipt requested, or by hand-delivery within 10 days of any such change.

16. Recipient is an independent owner pursuant to this Agreement and shall not, in any way, be considered to be an affiliate, subsidiary, officer, agent or employee of the Agency. Recipient agrees that the Agency shall not be liable or responsible for any benefits, including, but not limited to, worker's compensation, disability insurance, retirement benefits, life insurance, unemployment insurance, health insurance or any other benefits which Recipient may be required by law or contract to provide to its employees, officers, agents, or contractors. Recipient agrees that it shall not sue or file a claim, petition, or application therefore against the Agency or any of their officers, employees, agents, representatives or sureties with respect to such benefits. Recipient shall not have any authority to bind the Agency or to make any representations or warranties to accept service of process, to receive notice, or to perform any act or thing on behalf of the Agency except as authorized in writing by the Agency.

17. Recipient and its signatories represent that the signatories hold the positions set forth below their signatures and that the signatories are authorized to execute this Agreement on behalf of the Recipient and to bind Recipient hereto.

18. If any action or proceeding is brought by either party against the other under this Agreement, the prevailing party shall be entitled to be reimbursed by the losing party for its reasonable attorney's fees and costs in that action or proceeding or upon appeal.

19. This Agreement is for the exclusive benefits of Recipient and the Agency. Any attempt to assign, transfer, or pledge this Agreement by either party without the prior, written consent of the other party is void and unenforceable against the non-consenting party.

20. This Agreement is to be governed by, and construed in accordance with, the laws of the State of Oregon. Any disputes about the terms of this Agreement will be

brought before the Linn County Circuit Court.

21. Waiver of any breach of any provision of this Agreement by either party shall not operate as a waiver of any subsequent breach of the same or any other provision of this Agreement. If any portion of this Agreement is held to be invalid under any applicable statute or rule of law, then such portion only shall be deemed invalid.

22. Recipient shall have sole responsibility to comply with all applicable federal and state laws, rules and regulations concerning environmental issues in carrying out activities funded under this Agreement. If any acts or omissions of the Recipient should lead to liability or government enforcement action against the Agency, Recipient shall be required to defend such action and to indemnify the Agency for all costs incurred including without limitation any costs of required response actions and attorney fees. The Agency will not assume responsibility for compliance with federal or state environmental requirements relating to Recipient's construction activities under this Agreement, but will cooperate to the extent practical and consistent with the Agency's codes and policies.

23. The parties agree not to discriminate on the basis of race, religion, religious observance, citizenship status, gender identity or expression, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, or source or level of income in the performance of this Agreement.

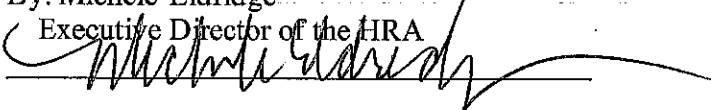
24. This Agreement supersedes any prior or contemporaneous oral or written agreements or understandings entered into by the parties. No modification of this Agreement shall be valid unless set forth in writing and signed and dated by both of the parties to this Agreement.

The parties hereto have caused this Agreement to be executed on the day and year first written above; if a party is a corporate entity, it has caused its name to be signed by an officer or other person duly authorized to do so by order of its Manager(s), Director(s), Board or other person(s) with such authority.

HARRISBURG REDEVELOPMENT AGENCY

By: Michele Eldridge

Executive Director of the HRA



By: Patrick & Donnell Freeman Rev Liv Trust

Owners

Patrick Freeman

Donnell Freeman

Agenda Bill

Harrisburg Redevelopment Agency Board

Harrisburg, Oregon

THE MATTER OF APPROVING THE HARRISBURG REDEVELOPMENT AGENCY 2ND QUARTER 2024/2025 EXPENSE REPORTS

STAFF REPORT:

Exhibit A: 2nd Quarter HRA Expense Report Ending December 31,
2024

ACTION: MOTION TO APPROVE THE HRA 2ND QUARTER 2024/2025 EXPENSE REPORTS.

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda – April 8, 2025

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
N/A	N/A	N/A

STAFF RECOMMENDATION:

Staff recommend the HRA Board reviews and approves the HRA 2nd Quarter 2024/2025 Expense Reports.

BACKGROUND INFORMATION:

The HRA's Finance Officer has prepared the 2nd Quarter 2024/2025 Expense Report for review by the HRA Board. The report shows all revenues and expenditures for the 2nd quarter for fiscal year 2024-2025 ending December 31, 2024.

Please remember when looking at the percentage column for the 2nd Quarter Report that we are only 50% of the way through the budget year. The HRA Board should review the document and raise any questions or concerns they may have to the HRA staff. **Be aware that these numbers could change after fiscal year 2023-2024 is audited due to any auditor adjustments or reclassifications.**

REVIEW AND APPROVAL:

Cathy Nelson

Cathy Nelson, Finance Officer 03.17.25

**HARRISBURG REDEVELOPEMENT AGENCY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING DECEMBER 31, 2024**

HRA GENERAL FUND

REVENUES (RESOURCES)

OBJECT CLASSIFICATION (DESCRIPTION)	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PERCENTAGE
BEGINNING FUND BALANCE	2,179,775.00	2,179,775.00	2,517,412.00	(337,637.00)	86.59%
TAXES	14,278.83	16,550.86	225,163.00	(208,612.14)	7.35%
INVESTMENT REVENUE	17,920.46	46,250.27	60,000.00	(13,749.73)	77.08%
MISCELLANEOUS REVENUE	1,500.00	4,300.83	9,000.00	(4,699.17)	47.79%
TOTAL FUND REVENUE	2,213,474.29	2,246,876.96	2,811,575.00	(564,698.04)	79.92%

EXPENDITURES (REQUIREMENTS)

OBJECT CLASSIFICATION (DESCRIPTION)	PERIOD ACTUAL	YTD ACTUAL	BUDGET	REMAINING	PERCENTAGE
MATERIALS & SERVICE	1,751.36	5,026.67	22,030.00	17,003.33	22.82%
CAPITAL OUTLAY	0.00	3,765.00	2,523,145.00	2,519,380.00	0.15%
SPECIAL PAYMENTS	0.00	11,332.84	50,000.00	38,667.16	22.67%
DEBT SERVICES	43,200.00	43,200.00	216,400.00	173,200.00	19.96%
TOTAL FUND EXPENDITURES	44,951.36	63,324.51	2,811,575.00	2,748,250.49	2.25%
NET REVENUES OVER EXPENDITURES	2,168,522.93	2,183,552.45	0.00		