

HRA Board Meeting Agenda
June 23, 2026
6:30 PM

Chairperson: Robert Duncan
Vice Chairperson: Mike Caughey
Members: Kimberly Downey, Randy Klemm, Charlotte Thomas, Cindy Knox
and Dana Henry
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 CHAIRPERSON ROBERT DUNCAN

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

APPROVAL OF MINUTES

- 1. MOTION TO APPROVE THE MINUTES FROM THE APRIL 14, 2026 HRA BOARD MEETING**

NEW BUSINESS

- 2. THE MATTER OF APPROVING THE HRA BUDGET FOR FISCAL YEAR 2026-27 AND APPROVING HRA BUDGET APPROPRIATIONS FOR FY 2026-2027 BY ADOPTING RESOLUTION NO. HRA-71**

STAFF REPORT:

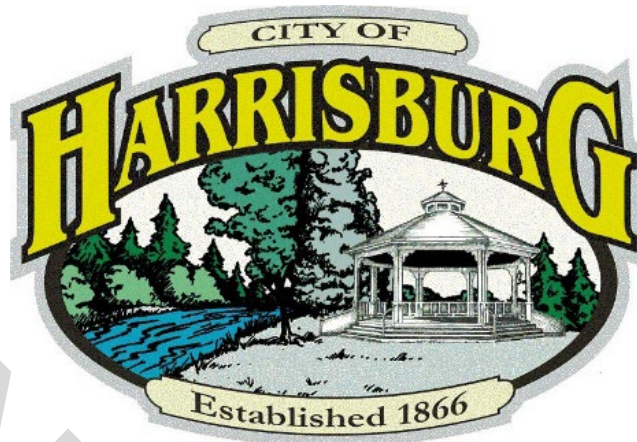
Exhibit A: Approved HRA 2026/2027 Budget

Exhibit B: Resolution No. HRA-71

ACTION: MOTION TO APPROVE RESOLUTION NO. HRA-71, "A RESOLUTION MAKING APPROPRIATIONS FOR THE HARRISBURG REDEVELOPMENT AGENCY, HARRISBURG, OREGON, FOR THE FISCAL YEAR 2026-2027"

OTHER

ADJOURN



HRA Board Meeting Minutes

April 14, 2026

Chairperson: Robert Duncan, Presiding
Vice Chairperson: Mike Caughey, Present
Members: Kimberly Downey, Randy Klemm, Charlotte Thomas, Cindy Knox and Dana Henry
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 ORDER AND ROLL CALL BY CHAIRPERSON ROBERT DUNCAN at the hour of 6:33pm.

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

MOTION TO APPROVE THE HRA BOARD MINUTES FOR MARCH 10, 2026: No comments or concerns.

- Thomas motioned to approve the March 10, 2026, HRA Board Minutes 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.)

THE MATTER OF AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A DEVELOPMENT AGREEMENT WITH PATRICK AND DONNELL FREEMAN, OWNERS, DBA CLYDE THE GLIDE, IN RELATION TO A \$7,967.50 PROPERTY IMPROVEMENT GRANT APPROVED FOR PROPERTY LOCATED AT 285 MOORE ST: No comments or concerns.

- Thomas motioned to authorize the Executive Director to sign a Development Agreement with Patrick and Donnell Freeman, DBA Clyde the Glide, owners of property located at 285 Moore St and was seconded by Henry. The motion passed unanimously by a vote of 6-0. (Yes: Thomas, Henry, Caughey, Downey, Klemm and Knox. No: None.)

With no further business, the HRA Board Meeting adjourned at the hour of 6:34pm.

Chairperson

City Recorder

UNAPPROVED

Agenda Bill
Harrisburg Redevelopment Agency Board
Harrisburg, Oregon

THE MATTER OF APPROVING THE HRA BUDGET FOR FISCAL YEAR 2026-27 AND APPROVING HRA BUDGET APPROPRIATIONS FOR FY 2026-2027 BY ADOPTING RESOLUTION NO. HRA-71

STAFF REPORT:

Exhibit A: Approved HRA 2026/2027 Budget

Exhibit B: Resolution No. HRA-71

ACTION: MOTION TO APPROVE RESOLUTION NO. HRA-71, “A RESOLUTION MAKING APPROPRIATIONS FOR THE HARRISBURG REDEVELOPMENT AGENCY, HARRISBURG, OREGON, FOR THE FISCAL YEAR 2026-2027”

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda – June 23, 2026

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

STAFF RECOMMENDATION:

Staff recommend the HRA Board adopt FY 2026-2027 budget by approving Resolution No. HRA-71.

BACKGROUND INFORMATION:

The Budget Committee has reviewed the proposed budget for the HRA for the next fiscal year. It has approved the budget and recommends it to the Board of Directors.

The Board of Directors can approve the budget as amended or modify it by up to 10%.

The proposed resolution will authorize appropriations for the budget year.

REVIEW AND APPROVAL:

Cathy Nelson

Cathy Nelson/Finance Director 06/10/2026
Date



**HARRISBURG REDEVELOPMENT AGENCY
HRA BOARD APPROVED BUDGET: 2026-2027**

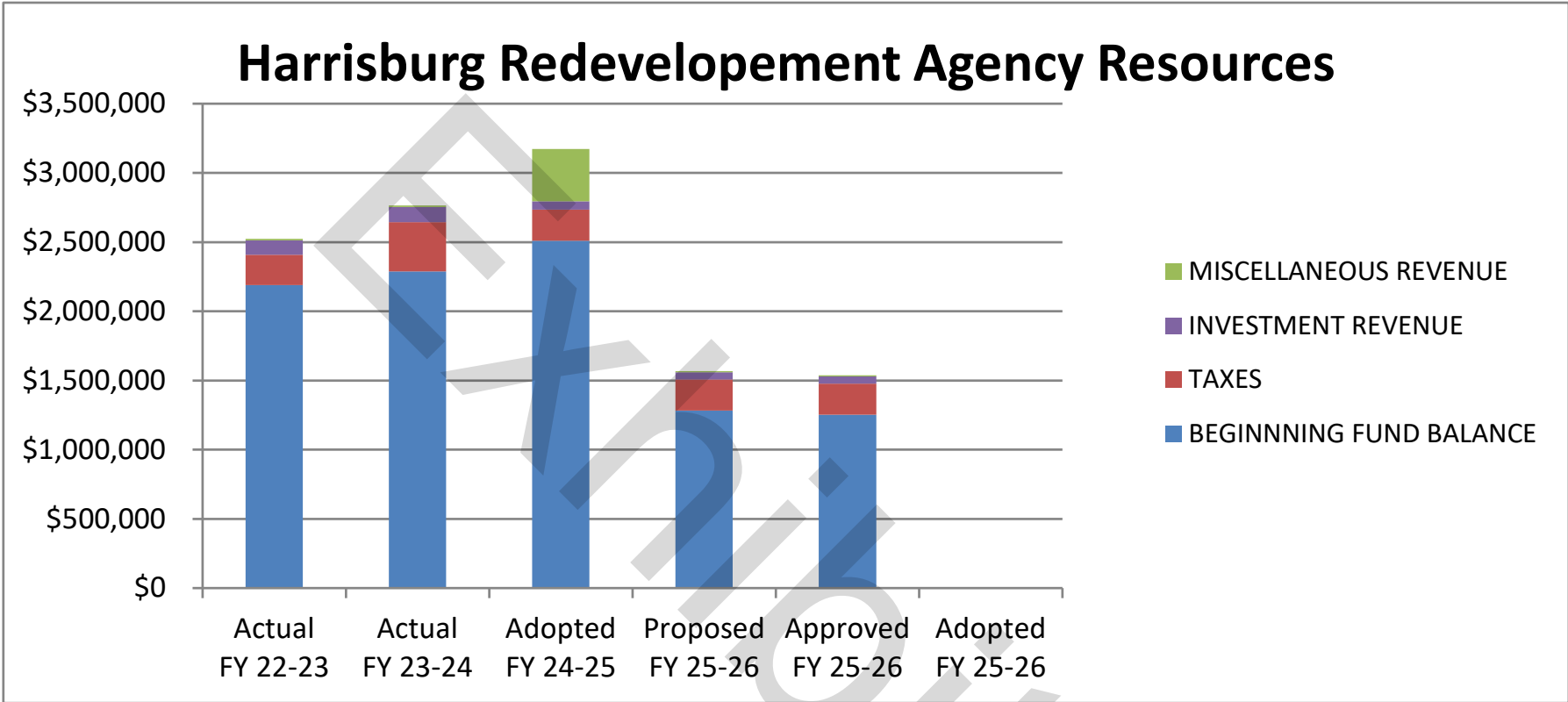
JUNE 12, 2026

TABLE OF CONTENTS

Fund	Page Number
<i>Harrisburg Redevelopment Agency Fund – Resources</i>	3
<i>Harrisburg Redevelopment Agency Fund – Expenditures</i>	5

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Exhibit A



HRA FUND (71): Resources

FUNCTION	Actual FY 22-23	Actual FY 23-24	Adopted FY 24-25	Proposed FY 25-26	Approved FY 25-26	Adopted FY 25-26
BEGINNNING FUND BALANCE	\$2,188,356	\$2,286,976	\$2,508,750	\$1,282,620	\$1,251,915	\$0
TAXES	\$219,818	\$358,133	\$224,960	\$224,550	\$224,550	\$0
INVESTMENT REVENUE	\$105,272	\$108,932	\$60,000	\$51,800	\$51,800	\$0
MISCELLANEOUS REVENUE	\$9,801	\$10,421	\$378,730	\$9,000	\$9,000	\$0

**HARRISBURG REDEVELOPMENT AGENCY
HRA BOARD APPROVED BUDGET: 2026-2027**

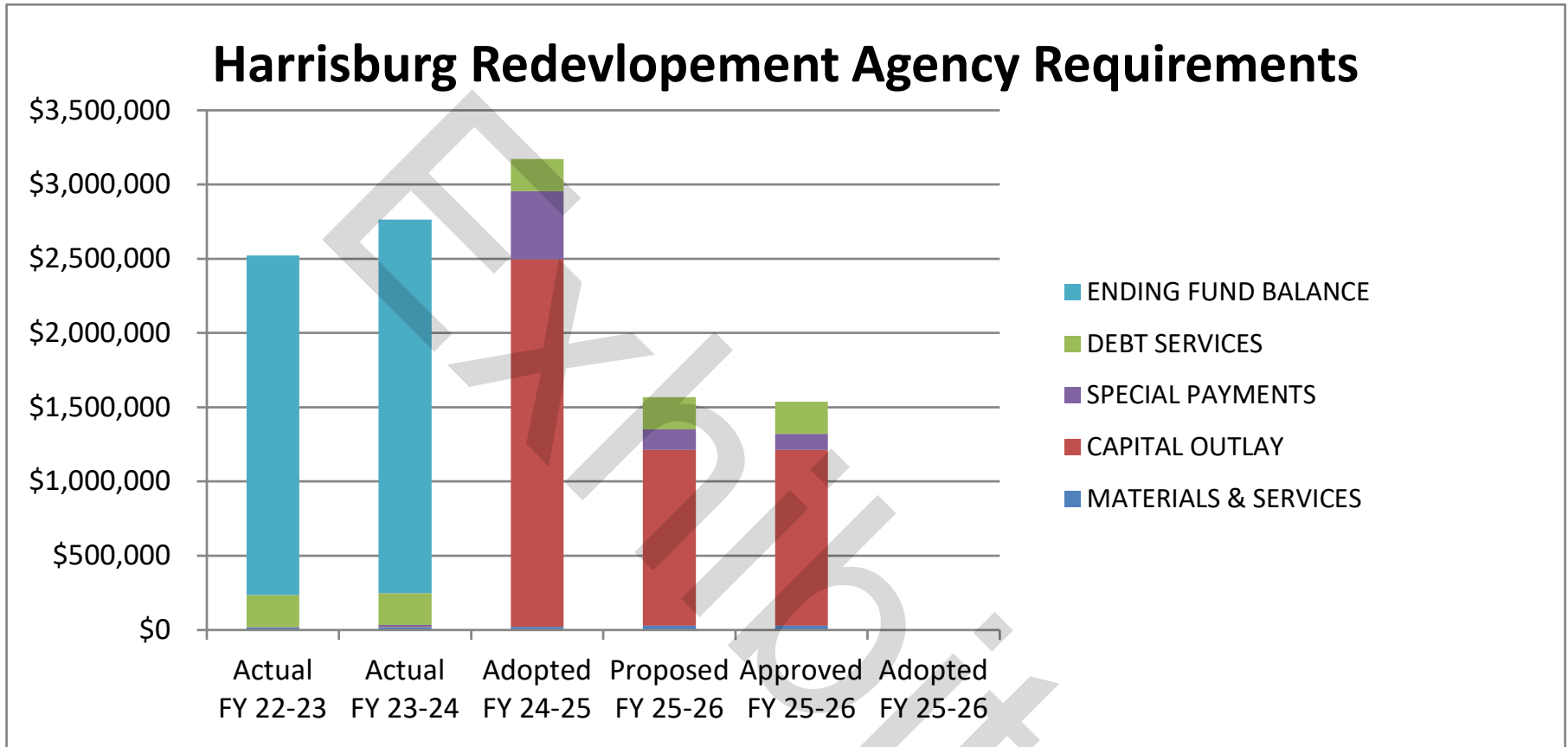
Harrisburg Redevelopment Agency Fund (71)

HRA FUND (71): RESOURCES

Historical Data			Projected Actual 2025-2026	Item Code	RESOURCE DESCRIPTION	Budget for Next Year FY 2026-2027		
Actual		Adopted Budget This Year FY 2025-2026				Proposed by Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2023-2024	First Preceding Year 2024-2025							
2,188,356	2,286,976	2,508,750	2,515,040	71-39-9900	BEGINNING FUND BALANCE	1,282,620	1,251,915	0
<u>TAX REVENUE</u>								
213,679	352,685	220,460	385,780	71-31-1000	TAX RECEIPTS-CURRENT	220,051	220,051	0
6,139	5,448	4,500	4,500	71-31-2000	TAX RECEIPTS - PRIOR YEARS	4,499	4,499	0
219,818	358,133	224,960	390,280		TOTAL TAX REVENUE	224,550	224,550	0
<u>INVESTMENT REVENUE</u>								
105,272	108,932	60,000	50,150	71-36-2000	EARNED INTEREST	51,800	51,800	0
105,272	108,932	60,000	50,150		TOTAL INVESTMENT REVENUE	51,800	51,800	0
<u>MISCELLANEOUS REVENUE</u>								
0	870	0	0	71-37-2000	MISCELLANEOUS INCOME	0	0	0
9,801	9,551	9,000	9,000	71-37-2300	HRA LOAN PROGRAM PAYMENTS	9,000	9,000	0
0	0	369,730	0	71-37-2400	MAIN STREET GRANT	0	0	0
9,801	10,421	378,730	9,000		TOTAL INVESTMENT REVENUE	9,000	9,000	0
2,523,247	2,764,462	3,172,440	2,964,470		TOTAL TOTAL RESOURCES	1,567,970	1,537,265	0

Levy for Debt Services:
\$215,800 (Amount Needed to Cover Bonds)
 98% (Collection rate)

\$220,051 (Tax to Levy/\$372,205 max)



HRA FUND (71): Requirements

FUNCTION	Actual FY 22-23	Actual FY 23-24	Adopted FY 24-25	Proposed FY 25-26	Approved FY 25-26	Adopted FY 25-26
MATERIALS & SERVICES	\$16,861	\$17,921	\$22,530	\$29,600	\$29,600	\$0
CAPITAL OUTLAY	\$3,010	\$3,765	\$2,475,310	\$1,183,900	\$1,183,900	\$0
SPECIAL PAYMENTS	\$0	\$11,333	\$458,400	\$138,670	\$107,965	\$0
DEBT SERVICES	\$216,400	\$216,400	\$216,200	\$215,800	\$215,800	\$0
ENDING FUND BALANCE	\$2,286,976	\$2,515,043	\$0	\$0	\$0	\$0

**HARRISBURG REDEVELOPMENT AGENCY
HRA BOARD APPROVED BUDGET: 2026-2027**

Harrisburg Redevelopment Agency Fund (71)

BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

HRA FUND (71): EXPENDITURES

Historical Data			Projected Actual 2024-2025	Line Item Code	REQUIREMENTS FOR: ADMINISTRATION	Budget for Next Year FY 2025-2026		
Actual		Adopted Budget This Year FY 2024-2025				Proposed by Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2022-2023	First Preceding Year 2023-2024							
<u>MATERIALS & SERVICES</u>								
7,500	7,500	7,500	7,500	71-50-2000	CITY OF HSBG ADMIN SERVICES	8,000	8,000	0
9,050	9,345	9,000	12,535	71-50-2100	BUDGET & FINANCIAL ASSISTANCE	15,000	15,000	0
160	895	500	0	71-50-2200	LEGAL EXPENSES	500	500	0
0	0	5,000	0	71-50-2400	CONSULTANT COSTS	5,000	5,000	0
151	151	330	565	71-50-2450	GOVERNMENT ETHICS COMMISSION	900	900	0
0	30	200	50	71-50-2500	MISC COSTS(BANK FEES, ETC)	200	200	0
16,861	17,921	22,530	20,650		TOTAL MATERIALS & SERVICES	29,600	29,600	0
<u>CAPITAL OUTLAY</u>								
3,010	3,765	2,475,310	1,445,000	71-78-7000	INFRASTRUCTURE CONSTRUCTION	1,183,900	1,183,900	0
3,010	3,765	2,475,310	1,445,000		TOTAL CAPITAL OUTLAY	1,183,900	1,183,900	0
19,871	21,686	2,497,840	1,465,650		TOTAL ORG./PROG. REQUIREMENTS	1,213,500	1,213,500	0
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM								
<u>SPECIAL PAYMENTS</u>								
0	0	369,730	0	71-87-2000	OREGON MAIN ST REVIT GRANT	0	0	0
0	11,333	88,670	30,705	71-87-1000	BUILDING FACADE GRANT	138,670	107,965	0
0	11,333	458,400	30,705		TOTAL SPECIAL PAYMENTS	138,670	107,965	0
<u>DEBT SERVICES</u>								
125,000	130,000	135,000	135,000	71-89-8000	LOAN PRINCIPAL	140,000	140,000	0
91,400	86,400	81,200	81,200	71-89-8100	LOAN INTEREST	75,800	75,800	0
216,400	216,400	216,200	216,200		TOTAL DEBT SERVICES	215,800	215,800	-
216,400	227,733	674,600	246,905		TOTAL REQUIREMENTS NOT ALLOCATED	354,470	323,765	-
2,286,976	2,515,043	0	1,251,915		ENDING FUND BALANCE	0	0	0
2,523,247	2,764,462	3,172,440	2,964,470		TOTAL REQUIREMENTS	1,567,970	1,537,265	-

RESOLUTION No. HRA-71

A RESOLUTION MAKING APPROPRIATIONS FOR THE HARRISBURG REDEVELOPMENT AGENCY, HARRISBURG, OREGON, FOR THE FISCAL YEAR 2026-2027.

WHEREAS the Board of Directors of the Harrisburg Redevelopment Agency has reviewed the budget of the Harrisburg Redevelopment Agency for the fiscal year 2026-2027 and has approved it and referred it to the City Council.

NOW , THEREFORE BE IT RESOLVED that the Board of Directors of the Harrisburg Redevelopment Agency hereby adopts the budget for fiscal year 2026-2027 in the total amount of **\$1,537,265.***

This budget is now on file at **120 Smith Street in Harrisburg, Oregon.**

BE IT FURTHER RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2026, for the following purposes:

	General Fund	
	<u>Administration</u>	<u>\$1,213,500</u>
	Total.....	\$1,213,500
Total APPROPRIATIONS, All Funds		\$1,213,500
Total Unappropriated and Reserve Amounts, All Funds		\$323,765
TOTAL ADOPTED BUDGET		\$1,537,265 *
<i>(*amounts with asterisks must match)</i>		

BE IT FURTHER RESOLVED that the Board of Directors of the Harrisburg Redevelopment Agency hereby resolves to certify to the county assessor for the Harrisburg Urban Renewal District Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article XI, of the Oregon constitution.

The above resolution statements were approved and declared adopted on June 23, 2026.

X _____
Signature (Mayor)

X _____
Signature (City Recorder)