

Harrisburg Redevelopment Agency Board Meeting Agenda
February 09, 2021
6:45 PM

Chair Person: Robert Duncan
Vice Chair Person: Mike Caughey
Members: Kimberly Downey, Robert Boese, Adam Keaton, Randy Klemm, and Charlotte Thomas
Meeting Location: Harrisburg Municipal Center @ 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/Assistant City Administrator Michele Eldridge, 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 MINUTES FOR JANUARY 12, 2021**

NEW BUSINESS

- 2. THE MATTER OF APPROVING THE HARRISBURG REDEVELOPMENT AGENCY 2ND QUARTER 2020/2021 EXPENSE REPORT**

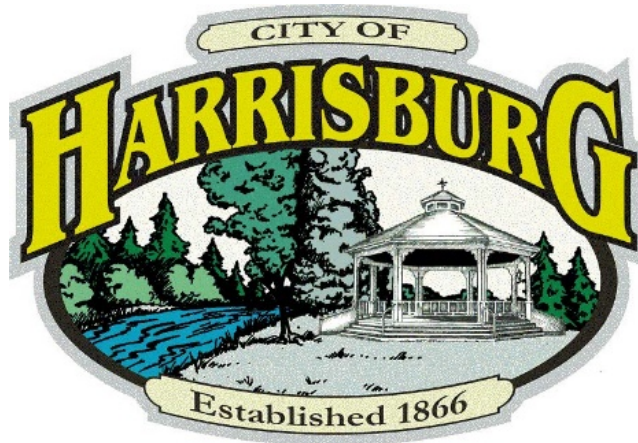
STAFF REPORT:

Exhibit A: 2nd Quarter HRA Expense Report Ending December
31, 2020

**ACTION: MOTION TO APPROVE THE HRA 2ND QUARTER 2020/2021
EXPENSE REPORT.**

OTHER

ADJOURN



HRA Meeting Minutes
January 12, 2021

Chairperson: Robert Duncan, Present
 Vice Chairperson: Mike Caughey, Present
 Members: Present were Kimberly Downey, Robert Boese, Adam Keaton, and Charlotte Thomas
 Absent Members: Randy Klemm
 Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

CALL TO ORDER AND ROLL CALL BY CHAIRPERSON ROBERT DUNCAN at the hour of 8:10pm

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

APPROVAL OF MINUTES

- Caughey motioned to approve the minutes and was seconded by Thomas. The Board then voted unanimously to approve the minutes for December 8, 2020.

THE MATTER OF HOLDING AN ANNUAL HRA MEETING AS REQUIRED BY THE HRA BY-LAWS, ARTICLE III, SECTION 1.

STAFF REPORT: Hitt noted that we are required to have an annual meeting at this time every year to discuss the projects we have going. You can ask for details, or simply decide that there is nothing to discuss.

The Board discussed the HRA Grant Program Status as of December 30, 2020. The program has \$51,941 left for future loans.

- Downey stated that ICCO received funds. She asked if they were still making payments while they are closed.
- Nelson replied they are current on payments.
- Downey suggested we should reach out to them and find out their intentions. She also suggested adding a stipulation to future loans about how long they need to remain open after receiving funds.

January 12, 2021

The Board also discussed the HRA Maximum Indebtedness Status as of January 1, 2021. The original Maximum Indebtedness amount was \$8,177,674. The current balance is \$4,200,548.

OTHER: Duncan shared an email from Kurt Lang thanking the City for the meals provided to the Harrisburg Firefighters.

ADJOURN: With no further business to discuss, the HRA Board adjourned at the hour of 8:18pm.

UNAPPROVED

Agenda Bill
Harrisburg Redevelopment Agency Board
 Harrisburg, Oregon

**THE MATTER OF APPROVING THE HARRISBURG REDEVELOPMENT AGENCY
 2ND QUARTER 2020/2021 EXPENSE REPORT**

STAFF REPORT:

Exhibit A: 2nd Quarter HRA Expense Report Ending December
 31, 2020

**ACTION: MOTION TO APPROVE THE HRA 2ND QUARTER 2020/2021
 EXPENSE REPORT.**

THIS AGENDA BILL IS DESTINED FOR: Regular Agenda – February 9, 2021

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 202/2021 Expense Report.

BACKGROUND INFORMATION:

The HRA’s Finance Officer has prepared the 2nd Quarter 2020/2021 Expense Report for review by the HRA Board. The report shows all revenues and expenditures for the 2nd quarter for fiscal year 2020-2021. 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 2020-2021 is audited due to any auditor adjustments or reclassifications.**

REVIEW AND APPROVAL:

John Hitt	Date
City Administrator	

**HARRISBURG REDEVELOPEMENT AGENCY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING December 31, 2020**

HRA GENERAL FUND

REVENUES (RESOURCES)

OBJECT CLASSIFICATION (DESCRIPTION)	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PERCENTAGE
BEGINNING FUND BALANCE	3,176,606.14	3,176,606.14	2,934,000.00	(242,606.14)	108.27%
TAXES	365,202.50	367,951.80	283,040.00	(84,911.80)	130.00%
INVESTMENT REVENUE	5,527.78	13,460.81	65,000.00	51,539.19	20.71%
MISCELLANEOUS REVENUE	3,839.68	82,018.82	113,156.00	31,137.18	72.48%
TOTAL FUND REVENUE	3,551,176.10	3,640,037.57	3,395,196.00	(244,841.57)	107.21%

EXPENDITURES (REQUIREMENTS)

OBJECT CLASSIFICATION (DESCRIPTION)	PERIOD ACTUAL	YTD ACTUAL	BUDGET	REMAINING	PERCENTAGE
MATERIALS & SERVICE	5,379.52	5,379.72	19,200.00	13,820.28	28.02%
CAPITAL OUTLAY	549,193.47	730,306.97	2,947,785.00	2,217,478.03	24.77%
SPECIAL PAYMENTS	0.00	76,736.48	208,161.00	131,424.52	36.86%
DEBT SERVICES	52,272.94	52,272.94	220,050.00	167,777.06	23.76%
TOTAL FUND EXPENDITURES	606,845.93	864,696.11	3,395,196.00	2,530,499.89	25.47%
NET REVENUES OVER EXPENDITURES	2,944,330.17	2,775,341.46	3,395,196.00	619,854.54	81.74%