



Harrisburg Redevelopment Agency Minutes October 8, 2014

The Harrisburg Redevelopment Agency Board met on this date at City Hall, located at 120 Smith St., at the hour of 8:18PM. Presiding was Chairperson Robert Duncan. Also present were as follows:

- Steve Francalancia
- Kimberly Downey
- Mike Caughey
- Robert Boese
- Youth Advisor Bo Kelson
- City Administrator Brian Latta
- City Recorder/ACA Michele Eldridge
- Public Works Director Chuck Scholz

Absent this evening were members Don Shipley and Sarah Puls.

The matter of Approving the Minutes of June 11th, 2014, and June 25th, 2014.

- Downey **motioned to approve the minutes, and was seconded** by Caughey. **The HRA Board then voted unanimously to approve the minutes of June 11th and June 25th, 2014.**

The matter of Authorizing Staff to Process a Substantial Amendment to the HRA Plan

Staff Report: Latta told the board that in January of this year, the board authorized staff to look at a substantial amendment to the HRA plan. We put together an advisory committee, which is looking at specific projects to add to the plan. However, during this review process we have identified an administrative issue that needs to be addressed. To do that, we have to do a minor Substantial Amendment to the HRA plan. The renewal agency only exists as long as it can incur debt, meaning the agency has indebtedness. If the maximum indebtedness is paid off, or you receive enough revenue to pay it off, then that's the end of the HRA. Our maximum indebtedness is set at approximately three (3) million. If we accept property taxes in November, we may have enough cash on hand to pay off all of our outstanding debt, which means the HRA would expire, before we could approve and complete the Major Substantial Amendment we've been working on. The Advisory Committee has identified projects they would like to complete and they are close to making a recommendation to the full HRA Board that on a major Substantial Amendment to the plan. Tonight, we are proposing that the board approve Addendum No. 4, which increases our maximum indebtedness by \$650,000, which will fund a portion of the Smith St. improvement project. That project is a priority for the larger substantial amendment. This action will allow enough time for staff and our consultant, plus the HRA Advisory Committee to complete the Major Substantial Amendment.

- Downey **motioned to forward the Fourth Amendment to the Harrisburg Planning Commission for their review of the amendment's conformance to the Harrisburg**

Comprehensive Plan and then to the Harrisburg City Council for their review and vote. She was seconded by Caughey, and the HRA Board then voted unanimously to allow the 4th Substantial Amendment to be forwarded to the Harrisburg Planning Commission for the public hearing process.

- Latta had one last note he wanted the board to know about. This Substantial Amendment doesn't require taxing district approval, because it's under the 20% increase trigger. The larger Substantial Amendment will trigger that process.

The matter of Requesting Linn County Treasurer be the Depositor of Property Taxes for FY 14-15, and Authorizing the City Administrator to Request the Deposited Funds be Released at a Later Date.

Staff Report: Latta told the Board that this is the second half of the administrative issue noted earlier. This item has to be approved before the first property tax revenues for FY14-15 come in and are distributed to us. We don't know how much that will be, and we don't know if this step is completely necessary, but we think it's a good idea to be prepared. Essentially, we are asking the County Treasurer to withhold the property tax revenue for the HRA until we request it be released.

- Caughey asked if it's like an escrow account.
- Latta said essentially; yes. This allows them to invest the funds, and we have the ability to call in those funds at any time. He has requested that the Board approve this motion, which will also give him the authority to request that the funds be released when we are ready for them.
- Caughey **motioned to Request the Linn County Treasurer to be the Depositor of Payments made to the Harrisburg Redevelopment Agency in FY14-15, Including the Special Levy, and to Authorize the City Administrator to Request the Deposited Funds to be Released to the HRA at a later date. He was seconded by Downey, and the Board voted unanimously to allow the Linn County Treasurer to be the Depositor of the HRA tax revenue for FY 2014-2015, and to allow the City Administrator to withdraw the funds when the City is prepared to receive them.**
- Latta said that we do have processes ahead of us that we'll be doing. We will be sending a City wide letter tomorrow to all the utility billing accounts that we have. Then the issue will go on to the Planning Commission. On the morning of the 22nd, we have to address the substantial amendment with Linn County Board of Commissioners, and then we'll take the amendment to the City Council that same evening. The timeline is very tight, because it's a non-emergency ordinance that must be passed by the City Council, and that's because it's required to be subject to a referendum process. The effective date will be November 21st.

Being there is no further business, the HRA Board adjourned at the hour of 8:28PM.

HRA Secretary/City Recorder