

CITY OF READING
TAX INCREMENT FINANCING AUTHORITY
REGULAR MEETING MINUTES
June 4, 2018
READING CITY HALL

Randy Sanders called the Regular TIFA meeting to order at 7:15 p.m.

Roll Call: Present: R. Sanders, C. Newton, R. Galloway, B. Galloway and D. Gollnick;

Absent: D. Cleveland and T. Everett, others present: Dena Berger, TIFA Plan Administrator

Guests: Melanie Matthews

Approval of Minutes

-R. Galloway moved, C. Newton seconded to approve the minutes from the regular meeting of May 7, 2018. Carried (5-0)

-C. Newton moved, B. Galloway seconded to excuse the absence of D. Cleveland due to giving prior notification. Carried (5-0)

-C. Newton moved, B. Galloway moved to not excuse the absence of T. Everett. Carried (5-0)

Treasurer's Report/Financial Statements

C. Newton gave a financial report and indicated that there is a cash balance of \$251,450.21.

-D. Gollnick moved, B. Galloway seconded to approve the Treasurer's Report and Financial Statement. Carried (5-0)

Payment of Bills:

-C. Newton moved, B. Galloway seconded to approve the payment of bills in the amount of \$5,825.14. Roll Call: D. Gollnick-Yes, C. Newton-Yes, R. Galloway-Yes, B. Galloway-Yes, R. Sanders-did not vote. Carried (4-0)

During discussion of the motion to approve the payment of bills in the amount of \$5,825.14, the board discussed the option of changing the lights on Enterprise Drive to LED light to bring down the cost. The administrator will look into whether that is an option or not due to the lights being unmetered.

Public Comments and Communication Items (Not on Agenda)

None

Old Business/Ongoing Business

150 S. Main Street:

The board reviewed bids submitted for the roof replacement and for demolition. Sensible Construction, LLC submitted a bid for the roof in the amount of \$133,980.00, and a bid for demolition in the amount of \$98,720.00. Rutz Trucking & Excavating submitted a bid for demolition in the amount of \$87,552.

-D. Gollnick moved, R. Galloway seconded to table any actions on the bid process for 150 S. Main Street. Carried (5-0)

TIFA Development Plan and Finance Plan:

D. Berger shared with the board that the City is looking to update their Master Plan and Capital Improvement Plan and that they thought that they could incorporate the TIFA Plan update at the same time. D. Berger will update the City with the discussed updates to the Development Plan from the last meeting.

New Business/Future Business:

Election of Officers:

- B. Galloway moved, D. Gollnick seconded to nominate C. Newton as Treasurer. Carried (5-0)
- B. Galloway moved, D. Gollnick seconded to close nominations and elect C. Newton as Treasurer. Carried (5-0)
- C. Newton moved, B. Galloway seconded to nominate D. Cleveland as Secretary. Carried (5-0)
- C. Newton moved, B. Galloway seconded to close nominations and elect D. Cleveland as Secretary. Carried (5-0)
- C. Newton moved, D. Gollnick seconded to nominate B. Galloway as Vice President. Carried (5-0)
- C. Newton moved, D. Gollnick second to close nominations and elect B. Galloway as Vice President. Carried (5-0)
- B. Galloway moved, C. Newton seconded to nominate R. Sanders as President. Carried (5-0)
- B. Galloway moved, C. Newton seconded to close nominations and elect R. Sanders as President. Carried (5-0)

Board Members terms expiring 6/30/18 (Rich Galloway & Dave Cleveland)

Rich Galloway indicated that he would not be accepting another term on the Board. Dave Cleveland was absent, so he was unable to indicate if he would be seeking another term.

Extended Warranty – Industrial Park Sign

-R. Galloway moved, C. Newton seconded to extend the warranty for 1 year from Johnson Outdoor Digital for the Industrial Park sign in the amount of \$500. Roll call: D. Gollnick-Yes, C. Newton – Yes, R. Galloway – Yes, B. Galloway – Yes, R. Sanders – didn't vote. Carried (4-0)

110 E. Silver Street – Mowing

-D. Gollnick moved, C. Newton seconded to add 110 E. Silver Street to the mowing contract with Mid- Michigan Lawn. Carried (5-0)

Amendments to 2017/2018 Budget

(Dave Cleveland entered the meeting (8:23 pm))

-B. Galloway moved, D. Gollnick seconded to amend the 2017/2018 Budget Expenditures by increasing Contracted Services-Excavating from \$0 to \$10,850.00 and decreasing Contracted Services-Maintenance from \$15,000 to \$4150, increasing Audit from \$1200 to \$2000, increasing Engineering from \$0 to \$675, increasing Utilities from \$4000 to \$5793.07, increasing Property Taxes from \$100 to \$725.78 and decreasing Miscellaneous from \$10000

to \$6106.15.

Approval of 2018/2019 Budget

C. Newton moved, B. Galloway seconded to approve the 2018/2019 proposed budget.

Carried (6-0)

R. Sanders read a resignation letter submitted by TIFA Administrator, Dena Berger.

-D. Cleveland moved, D. Gollnick seconded to accept the resignation of Dena Berger effective July 1, 2018. Carried (6-0)

-D. Gollnick moved, C. Newton seconded to recommend Dave Cleveland for another term on the TIFA Board to the City of Reading. Carried (6-0)

B. Galloway moved to adjourn the meeting.

-Meeting was adjourned at 8:41 pm

Respectfully submitted,

Dena Berger,
TIFA Plan Administrator

Attachment: Proposed 2018/2019 budget