

**CITY OF READING
TAX INCREMENT FINANCING AUTHORITY
SPECIAL MEETING MINUTES
February 24, 2014
READING CITY HALL**

Chairman Sanders called the Special TIFA meeting to order at 7:15 p.m.
Roll Call found Sanders, Newton, Galloway (R), Galloway (B) and Cleveland to be present.

Absent: Cook, Gollnick and Everett

RE: Consideration of Lease at 108 Enterprise Drive with Crop Production Services

Cleveland moved, Galloway (B) seconded to approve the lease between the Reading TIFA and Crop Production Service for the building at 108 Enterprise Drive as presented.

Roll Call Vote: Yeas: Galloway, (B), Galloway (R), Newton, Cleveland and Sanders

Nays: None

Absent: Cook, Gollnick and Everett

The lease includes monthly lease payment of \$3600 and no security deposit.

Newton moved to adjourn the meeting.

-Meeting was adjourned @ 7:21 pm

Respectfully submitted,

David Cleveland, Secretary
Reading Tax Increment Finance Authority

Date : 04/07/2014 - Mon
Time : 12:23:34
Batch: A11

City of Reading
INVOICE TRANSACTION JOURNAL

Or	ry#	Invoice#	Vend #	Vendor Name	Inv Date	Check #	Invoice Amt	Description	Batch	
Account #		Account Description	Orig Ln	Amt	Opn Ln	Amt	Dist Amt	Proof Due Date	1099 Reference	S P

	1	3312014	000650	CITY OF READING	03/31/2014		40.00	Sewer Maint Fees-March	NONE	
494000920000		UTILITIES				10.00		04/07/2014 00 128 S. Main		R
494000920000		UTILITIES				10.00		04/07/2014 00 229 S. Main		R
494000920000		UTILITIES				10.00		04/07/2014 00 209 S. Main		R
494000920000		UTILITIES				10.00		04/07/2014 00 108 E. Cherry		R
	2	42149	000760	GRIFFITHS MECHANICAL	03/12/2014		160.00	108 Enterprise Drive	NONE	
494000801003		CONTRACTED SERVICES-M				160.00		04/07/2014 00 Furnace Maint-Service Call		R
	3	114	000761	PATTY'S PREFERRED CLEANIN	03/16/2014		180.00	108 Enterprise Drive	NONE	
494000801003		CONTRACTED SERVICES-M				180.00		04/07/2014 00 Cleaning Offices/Lobby/Bathro		R
	4	2032014	000189	KIMBERLY BLYTHE	02/03/2014		56.00	TIFA Minutes-Feb 3, 2014	NONE	
494000702002		BOOKKEEPING WAGES				56.00		04/07/2014 03 Minutes-Feb 3, 2014 Meeting		R
	5	2014-006	000650	CITY OF READING	03/31/2014		776.20	Jan-March Reimbursements	NONE	
494000801003		CONTRACTED SERVICES-M				42.42		04/07/2014 00 Labor/Materials Plumbing 108		R
494000702002		BOOKKEEPING WAGES				450.00		04/07/2014 00 Bookkeeping		R
494000920000		UTILITIES				109.79		04/07/2014 00 MGU-108 Enterprise		R
494000920000		UTILITIES				173.99		04/07/2014 00 Frontier-Electronic Sign		R

GR TOTALS .00 .00 1212.20 .00

Accounts Payable	1,212.20
Prepaid	.00
Appropriation Control	.00
Other G/L	1,212.20
Total Invoiced	1,212.20
Total Encumbrances	.00

Invoice No. 2014-006

City of Reading

113 S. Main Street, PO Box 240, Reading, MI 49274 517-283-2604

INVOICE

BILL TO:

Name Reading TIFA
Address 113 S. Main Street, PO Box 240
City Reading MI MI ZIP 49274

Contract

Date 03/31/2014

TERMS: 30 Days

Year	Description	Unit Price	TOTAL
2014	Bookkeeping Jan1-March 2014	\$ 450.00	\$ 450.00
	MGU-108 Enterprise Drive January-March Payment		\$ 109.79
	Frontier Communications: Electronic Sign January-March		\$ 173.99
	108 Enterprise-Plumbing -Materials		\$ 17.42
	Labor 1 Hour	\$ 25.00	\$ 25.00
		SubTotal	\$ 776.20
		Other	
		TOTAL	\$ 776.20

Payment

Comments _____
Name _____
CK # _____
CK DATE _____

Tax Rate(s)

Office Use Only

Please make check payable to City of Reading

**READING TIFA
TREASURER'S REPORT
March 31, 2014**

Century Bank & Trust

Cash	
Savings Account	\$123,037.93
Checking Account	4,945.33
Certificate of Deposit (3 year) 01/09/2014	3,930.04

Total Cash \$131,913.30*

Due to Others

Century Bank & Trust- Trust Department	
TIFA Loan-108 Enterprise (March 31, 2014)	\$440,787.26

Total Due to Others \$440,787.26

Respectfully submitted,
Charles Newton, Treasurer

***Account Activity**

Cash Balance as of 02/28/2014	\$120,054.29
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Expense-Accounts Payable	(97.18)
Loan 108 Enterprise	(3,325.00)

Income- 2013 Property Tax Income	7,977.49
Lease-108 Enterprise	7,200.00
Interest 03/31/2014	103.70

Cash Balance as of 03/31/2014	<u>\$131,913.30</u>
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Date : 04/07/14 - Mon City of Reading Current Per/Yr : MAR/2014
 Time : 09:59:44 494-BALANCE SHEET
 TIFA-BALANCE SHEET

G/L ACCOUNT	CURRE THIS MAR 2	CURRENT YEAR TO DATE MAR 2014
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ASSETS		
CASH		
494-000-001-000 CASH/CHECKING	4,902.82	4945.33
494-000-002-000 SAVINGS	6,956.19	123037.93
494-000-003-000 CERTIFICATE OF D	.00	3930.04
494-000-004-000 CERTIFICATE OF D	.00	.00
TOTAL CASH	11,859.01	131913.30
494-000-026-000 TAXES RECEIVBLE-	.00	.00
494-000-035-000 TAXES RECEIVABLE	.00	.00
494-000-061-000 LOAN RECEIVABLE-	.00	.00
494-000-062-000 LOAN RECEIVABLE-	.00	.00
494-000-084-000 DUE FROM OTHER F	.00	.00
494-000-114-000 INVENTORY-BUILDING	.00	.00
494-000-115-000 INVENTORY-LAND	.00	.00
TOTAL DUE FROM OTHERS	.00	.00
TOTAL ASSETS	11,859.01	131913.30

LIABILITIES		
494-000-202-000 ACCOUNTS PAYABLE	.00	.00
494-000-214-000 DUE TO OTHER FUN	.00	.00
494-000-339-001 DEFERRED REVENUE	.00	.00
494-000-339-002 DEFERRED REVENUE	.00	.00
TOTAL LIABILITIES	.00	.00
EQUITY		
494-000-390-000 FUND BALANCE	.00	68064.01
CURRENT FUND EQUITY	11,859.01	63849.29
TOTAL EQUITY	11,859.01	131913.30
TOTAL LIAB & FUND EQUITY	11,859.01	131913.30

Date : 04/07/14 - Mon
Time : 09:59:44

City of Reading
494-REVENUE & EXP
TIFA

Current Per/Yr : MAR/2014

G/L ACCOUNT DESCRIPTION

CURRENT PD THIS YEAR MAR 2014	CURRENT YTD THIS YEAR 2014 09 Months	Budget Current YTD 2014 09 Months	Amended Budget 2014 09 Months	B B	PERCENT OF BUDGET
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REVENUES

494-000-403-001CURRENT PROP TAX-SUMMER	986.28	42126.76	44453.27	44453.27	2326.51	95.00
494-000-403-002CURRENT PROP TAX-WINTER	918.93	4411.75	5966.29	5966.29	1554.54	74.00
494-000-416-001PERS PROP TAX-SUMMER	.00	.00	.00	.00	.00	.00
494-000-416-002PERS PROP TAX-WINTER	.00	.00	.00	.00	.00	.00
494-000-437-001CURRENT IFT'S-SUMMER	.00	43935.21	45261.17	45261.17	1325.96	97.00
494-000-437-002CURRENT IFT'S-WINTER	6072.28	6072.28	6074.72	6074.72	2.44	100.00
494-000-530-000CB&T LOAN	.00	.00	.00	.00	.00	.00
494-000-539-000GRANTS	.00	.00	.00	.00	.00	.00
494-000-664-000INTEREST-INVESTMENTS	103.70	316.43	200.00	200.00	-116.43	158.00
494-000-667-000RENT-FARMING	.00	4320.00	4320.00	4320.00	.00	100.00
494-000-667-002RENT-108 ENTERPRISE DRIVE	7200.00	7200.00	.00	.00	-7200.00	.00
494-000-667-003RENT OWED-108 ENTERPRISE	.00	.00	.00	.00	.00	.00
494-000-694-000MISCELLANEOUS	.00	.00	.00	.00	.00	.00
494-000-670-000RENTS OWED	.00	.00	.00	.00	.00	.00
TOTAL REVENUES	15281.19	108382.43	106275.45	106275.45	-2106.98	102.00

EXPENDITURES

494-000-702-001ADMINISTRATOR WAGES	.00	.00	.00	.00	.00	.00
494-000-702-002BOOKKEEPING WAGES	.00	1236.00	2500.00	2500.00	1264.00	49.00
494-000-715-000TIFA-FICA	.00	.00	.00	.00	.00	.00
494-000-716-000TIFA-HEALTH INSURANCE	.00	.00	.00	.00	.00	.00
494-000-717-000TIFA-ADM WORKERS COMP	.00	.00	.00	.00	.00	.00
494-000-727-000OFFICE SUPPLIES	.00	.00	100.00	100.00	100.00	.00
494-000-728-000POSTAGE	.00	.00	100.00	100.00	100.00	.00
494-000-729-000NOTICES/PUBLISHING	.00	.00	.00	.00	.00	.00
494-000-775-000REPAIR & MAINT SUPPLIES	.00	.00	.00	.00	.00	.00
494-000-801-001CONTRACTED SERVICES-MOWING	.00	855.00	3500.00	3500.00	2645.00	24.00
494-000-801-002CONTRACTED SERVICES-EXCAVATING	.00	.00	.00	.00	.00	.00
494-000-801-003CONTRACTED SERVICES-MAINT	.00	.00	.00	.00	.00	.00
494-000-802-000MEMBERSHIPS & DUES	.00	.00	.00	.00	.00	.00
494-000-803-000CONFERENCES	.00	.00	.00	.00	.00	.00
494-000-808-000AUDIT	.00	1000.00	1200.00	1200.00	200.00	83.00
494-000-809-000ENGINEERING	.00	.00	.00	.00	.00	.00
494-000-815-000BANK SERVICE FEE	.00	45.00	45.00	45.00	.00	100.00
494-000-826-000LEGAL FEES	.00	280.00	600.00	600.00	320.00	47.00
494-000-853-000TELEPHONE	.00	.00	.00	.00	.00	.00
494-000-860-000TRAVELS/MEALS/LODGE	.00	.00	.00	.00	.00	.00
494-000-880-000COMMUNITY PROMOTION	.00	.00	2500.00	2500.00	2500.00	.00
494-000-914-000LIABILITY INSURANCE	.00	751.40	900.00	900.00	148.60	83.00
494-000-920-000UTILITIES	97.18	1448.16	2000.00	2000.00	551.84	72.00
494-000-921-000PROPERTY TAXES	.00	8992.58	10000.00	10000.00	1007.42	90.00
494-000-922-000ROAD CONSTRUCTION	.00	.00	.00	.00	.00	.00
494-000-956-000MISCELLANEOUS	.00	.00	.00	.00	.00	.00
494-000-962-000TIFA-ADM UNEMPLOYMENT	.00	.00	.00	.00	.00	.00

Date : 04/07/14 - Mon
Time : 09:59:44

City of Reading
494-REVENUE & EXP
TIFA

Current Per/Yr : MAR/2014

G/L ACCOUNT DESCRIPTION	CURRENT PD	CURRENT YTD	Budget	Amended	B	PERCENT
	THIS YEAR	THIS YEAR	Current YTD	Budget	B	OF BUDGET
	MAR 2014	2014 09 Months	2014 09 Months	2014 09 Months		
494-000-970-000CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
494-000-971-000LAND PURCHASE	.00	.00	2500.00	2500.00	2500.00	.00
494-000-974-000LAND IMPROVEMENTS	.00	.00	.00	.00	.00	.00
494-000-990-003CBT-108 ENTERPRISE DRIVE	1999.11	16778.99	22436.46	22436.46	5657.47	75.00
494-000-990-004TIFA-FACADE LOAN-PRINCIPAL	.00	.00	.00	.00	.00	.00
494-000-990-005TIFA-PARKING LOT LOAN	.00	.00	.00	.00	.00	.00
494-000-995-003CBT-108 ENTERPRISE INTEREST	1325.89	13146.01	17463.54	17463.54	4317.53	75.00
494-000-995-004TIFA-FACADES LOAN-INTEREST	.00	.00	.00	.00	.00	.00
494-000-995-005TIFA-PARKIN LOT INTEREST	.00	.00	.00	.00	.00	.00
494-000-999-001CONTRIBUTIONS TO GEN FUND	.00	.00	.00	.00	.00	.00
TOTAL EXPENSES	3422.18	44533.14	65845.00	65845.00	21311.86	68.00
CURRENT FUND EQUITY	11859.01	63849.29	40430.45	40430.45	-23418.84	158.00

Kym Blythe

From: info <info@gallery49.org>
Sent: Tuesday, April 01, 2014 2:12 AM
To: rhonda@laffingart.com
Subject: New Art Lovers membership levels!
Attachments: Gallery 49 Membership.docx

Hello Friends!

I am excited to share with you our new Art Lovers membership levels! They are designed for businesses to become sponsors for our events in a way that they can benefit in marketing yet support the arts. I have attached a file that details the benefits. We hope you will find a membership level that fits for you whether it is for your business or individually. Please contact us if you have any questions or want to join our other Art Lovers for their exclusive events!

Rhonda Peters

Gallery 49 president

Membership Levels

_____ **Da Vinci – molding lives \$449.00**

Your business plaque posted on the Art Lovers column.
Web presence on www.gallery49.org (Logo and link)
Facebook presence on Gallery 49 page
Sponsorship status on all promotional materials for events
Art rotation at your business location - optional
Exclusive invitation to annual members only Arty Party
10% off Employee Rewards Cards for all employees
Sponsor decal for place of business

_____ **Van Gogh– capturing the essence \$149.00**

Web presence on www.gallery49.org (link)
Sponsorship status on all promotional materials for events
Exclusive invitation to annual members only Arty Party
10% off Employee Rewards Cards for up to 5 employees

_____ **Art Lovers – connecting with artists \$49.00**

10% off any class
5% Discount on any art purchase.
Exclusive invitation to annual members only Arty Party

The following levels require an artist agreement and will be sent upon request.

_____ **Active Artist \$30.00 plus 10% commission**

_____ **Associate Artist \$35.00 plus 10% commission**

_____ **Studio Artist 75 cents per square foot**

_____ **Family and Student Sponsored Artist \$10.00 plus 10 % commission**

NOTICE
Special Meeting
Of The
Reading TIFA Board

Re: Lease at 108 Enterprise Drive

Monday, February 24, 2014

7:15 P.M.

**Reading City Hall
Council Chambers
113 S. Main Street
Reading, MI 49274
(517) 283-2604**

Posted Tuesday, February 19, 2014- 12:00pm

**CITY OF READING
TAX INCREMENT FINANCING AUTHORITY
SPECIAL MEETING MINUTES
February 24, 2014
READING CITY HALL**

Chairman Sanders called the Special TIFA meeting to order at 7:15 p.m.
Roll Call found Sanders, Newton, Galloway (R), Galloway (B) and Cleveland to be present.
Absent: Cook, Gollnick and Everett

RE: Consideration of Lease at 108 Enterprise Drive with Crop Production Services

Cleveland moved, Galloway (B) seconded to approve the lease between the Reading TIFA and Crop Production Service for the building at 108 Enterprise Drive as presented.
Roll Call Vote: Yeas: Galloway, (B), Galloway (R), Newton, Cleveland and Sanders
Nays: None
Absent: Cook, Gollnick and Everett

The lease includes monthly lease payment of \$3600 and no security deposit.

Newton moved to adjourn the meeting.

-Meeting was adjourned @ 7:21 pm

Respectfully submitted,

David Cleveland, Secretary
Reading Tax Increment Finance Authority