

**Proposed**  
**City of Reading**  
**Tax Increment Finance Authority**  
**REGULAR MEETING AGENDA**  
**READING CITY HALL**  
**January 7, 2013**  
**7:15 P.M.**

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes- Regular Meeting-November 19, 2012
- IV. Approval of Treasurer's Report & Financial Statements for December 31, 2012, 2013, 2014
- V. Payment of Bills- September & October \$5492.69
- VI. Call to the Public
- VII. Old Business
  - A. Stairway at 150 S. Main
  - B. 2013 Farming
- VIII. New Business
  - A. 2013 Meeting Schedule
  - B. Other
- IX. Adjournment

**CITY OF READING  
TAX INCREMENT FINANCING AUTHORITY  
REGULAR MEETING MINUTES  
January 7, 2013  
READING CITY HALL**

President Sanders called the Regular TIFA meeting to order at 7:15 p.m. Roll Call found, Galloway (R), Newton, Sanders, Cleveland, Gollnick, Galloway (B) and Cook to be present. Also present were Kimberly Blythe, City Manager/Clerk/Treasurer.  
Absent: Everett Excused

Guests: Bonnie Thompson & Karen Scugoza

**Approval of Minutes**

-Galloway (B) moved, Galloway (R) seconded to approve the minutes from the regular meeting November 19, 2012. Carried (7-0)

**Payment of Operating Bills- \$5,492.69**  
**Treasurer's Report/Financial Statements**  
**Total Cash: \$77,401.37**  
**Total Loans Outstanding: \$468,485.22**

-Cleveland moved, Galloway (B) seconded to accept the Treasurer's report and Financial Statements as read. Carried (7-0)

-Newton moved, Galloway (B) seconded to approve payment of bills in the amount of \$5,492.69 as presented. Carried (7-0)

**Opportunity for the Public to address the Board**  
No Comments

**OLD BUSINESS**

Stairway -150 S. Main

Newton moved, Cleveland seconded to send a certified letter to Glenn Glinski notifying him that the Reading TIFA will proceed with the removal of the stairway that was connected between 142 S. Main and 150 S. Main, unless he can provide paperwork verifying ownership of the stairway and doing so by April 1, 2013. Carried (7-0)

2013 Farming at Enterprise Drive

There were three bids submitted for the 2013, 2014 and 2015 Farming in the Industrial Park.

- 1.) Brett Hutchins bid \$3168/year \$110/acre for three years
- 2.) Brian Fix bid \$4204.80/year \$146.80/acre for three years
- 3.) Brandon Senior bid \$4320/year \$150/acre for three years

Galloway (R) moved and Newton seconded to accept the high bid as submitted by Brandon Senior of Reading to Farm the land in the Reading Industrial Park for 2013, 2014 and 2015 at \$4320/year. Carried (7-0)

### **NEW BUSINESS**

Galloway (B) moved, Newton seconded to accept the 2013 Meeting Schedule as corrected. Carried (7-0)

-The next Regular Meeting will be on Monday, February 6, 2013 @ 7:15 p.m.

Galloway moved to adjourn the meeting.

-Meeting was adjourned @ 7:39 p.m.

Respectfully submitted,

Kimberly Blythe  
City of Reading  
City Manager/Clerk/Treasurer

**READING TIFA  
TREASURER'S REPORT  
December 31, 2012**

**Century Bank & Trust**

Cash	
Savings Account	\$ 69,823.02
Checking Account	3,698.67
Certificate of Deposit (3 year)-10/09/2012	3,879.68

**Total Cash \$77,401.37\***

**Due to Others**

Century Bank & Trust- Trust Department	
TIFA Loan-108 Enterprise (December 31, 2012)	\$ 468,485.22

**Total Due to Others \$468,485.22**

Respectfully submitted,  
Charles Newton, Treasurer

*Account Activity	
Cash Balance as of 10/31/2012	\$87,508.14
Income-2012 Tax Disb	2444.21
Interest Income-	94.29
Expense-Accounts Payable	(12645.27 )

Cash Balance as of 10/31/2012	<u>\$77,401.37</u>
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G/L	JUNT	CURRE	CURRENT YEAR
		THIS	TO DATE
		DEC 2	DEC 2012

ASSETS

CASH			
494-000-001-000	CASH/CHECKING	.00	3698.67
494-000-002-000	SAVINGS	-3,230.71	69823.02
494-000-003-000	CERTIFICATE OF D	.00	3879.68
494-000-004-000	CERTIFICATE OF D	.00	.00
TOTAL CASH		-3,230.71	77401.37
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-BUILD	.00	.00
494-000-115-000	INVENTORY-LAND	.00	.00
TOTAL DUE FROM OTHERS		.00	.00
TOTAL ASSETS		-3,230.71	77401.37

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	26016.60
CURRENT FUND EQUITY		-3,230.71	51384.77
TOTAL EQUITY		-3,230.71	77401.37
TOTAL LIABI & FUND EQUITY		-3,230.71	77401.37

Date : 01/03/13 - Thur  
Time : 15:41:43

City of Reading  
494-REVENUE & EXP  
TIFA

Current Per/Yr : DEC/2012

G/L	JUNT	DESCRIPTION	CURRENT PD THIS YEAR DEC 2012	CURRENT YTD THIS YEAR 2012 06 Months	Budget Current YTD 2012 06 Months	Amended Budget 2012 06 Months	B B	PERCENT OF BUDGET
REVENUES								
494-000-403-001		CURRENT PROP TAX-SUMMER	.00	35686.37	41332.00	41332.00	5645.63	86.00
494-000-403-002		CURRENT PROP TAX-WINTER	.00	.00	4602.39	4602.39	4602.39	.00
494-000-416-001		PERS PROP TAX-SUMMER	.00	.00	.00	.00	.00	.00
494-000-416-002		PERS PROP TAX-WINTER	.00	.00	.00	.00	.00	.00
494-000-437-001		CURRENT IFT'S-SUMMER	.00	47103.84	50786.78	50786.78	3682.94	93.00
494-000-437-002		CURRENT IFT'S-WINTER	.00	.00	6671.11	6671.11	6671.11	.00
494-000-530-000		CB&T LOAN	.00	.00	.00	.00	.00	.00
494-000-539-000		GRANTS	.00	.00	.00	.00	.00	.00
494-000-664-000		INTEREST-INVESTMENTS	94.29	149.04	200.00	200.00	50.96	75.00
494-000-667-000		RENT-FARMING	.00	.00	2880.00	2880.00	2880.00	.00
494-000-667-002		RENT-108 ENTERPRISE DRIVE	.00	.00	.00	.00	.00	.00
494-000-667-003		RENT OWED-108 ENTERPRISE	.00	.00	.00	.00	.00	.00
494-000-694-000		MISCELLANEOUS	.00	.00	.00	.00	.00	.00
494-000-670-000		RENTS OWED	.00	.00	.00	.00	.00	.00
TOTAL REVENUES			94.29	82939.25	106472.28	106472.28	23533.03	78.00
EXPENDITURES								
494-000-702-001		ADMINISTRATOR WAGES	.00	.00	.00	.00	.00	.00
494-000-702-002		BOOKKEEPING WAGES	.00	506.00	2500.00	2500.00	1994.00	20.00
494-000-715-000		TIFA-FICA	.00	.00	.00	.00	.00	.00
494-000-716-000		TIFA-HEALTH INSURANCE	.00	.00	.00	.00	.00	.00
494-000-717-000		TIFA-ADM WORKERS COMP	.00	.00	.00	.00	.00	.00
494-000-727-000		OFFICE SUPPLIES	.00	.00	100.00	100.00	100.00	.00
494-000-728-000		POSTAGE	.00	.00	100.00	100.00	100.00	.00
494-000-729-000		NOTICES/PUBLISHING	.00	.00	.00	.00	.00	.00
494-000-775-000		REPAIR & MAINT SUPPLIES	.00	.00	.00	.00	.00	.00
494-000-801-001		CONTRACTED SERVICES-MOWING	.00	1235.00	3500.00	3500.00	2265.00	35.00
494-000-801-002		CONTRACTED SERVICES-EXCAVATING	.00	.00	.00	.00	.00	.00
494-000-801-003		CONTRACTED SERVICES-MAINT	.00	.00	.00	.00	.00	.00
494-000-802-000		MEMBERSHIPS & DUES	.00	.00	.00	.00	.00	.00
494-000-803-000		CONFERENCES	.00	.00	.00	.00	.00	.00
494-000-808-000		AUDIT	.00	.00	1500.00	1500.00	1500.00	.00
494-000-809-000		ENGINEERING	.00	.00	.00	.00	.00	.00
494-000-815-000		BANK SERVICE FEE	.00	.00	45.00	45.00	45.00	.00
494-000-826-000		LEGAL FEES	.00	.00	600.00	600.00	600.00	.00
494-000-853-000		TELEPHONE	.00	.00	.00	.00	.00	.00
494-000-860-000		TRAVELS/MEALS/LODGE	.00	.00	.00	.00	.00	.00
494-000-880-000		COMMUNITY PROMOTION	.00	.00	2500.00	2500.00	2500.00	.00
494-000-914-000		LIABILITY INSURANCE	.00	.00	900.00	900.00	900.00	.00
494-000-920-000		UTILITIES	.00	475.92	2500.00	2500.00	2024.08	19.00
494-000-921-000		PROPERTY TAXES	.00	4286.16	10000.00	10000.00	5713.84	43.00
494-000-922-000		ROAD CONSTRUCTION	.00	.00	.00	.00	.00	.00
494-000-956-000		MISCELLANEOUS	.00	.00	.00	.00	.00	.00
494-000-962-000		TIFA-ADM UNEMPLOYMENT	.00	.00	.00	.00	.00	.00

Date : 01/03/13 - Thur  
Time : 15:41:43

City of Reading  
494-REVENUE & EXP  
TIFA

Current Per/Yr : DEC/2012

G/L	JUNT DESCRIPTION	CURRENT PD THIS YEAR DEC 2012	CURRENT YTD THIS YEAR 2012 06 Months	Budget Current YTD 2012 06 Months	Amended Budget 2012 06 Months	B B	PERCENT OF BUDGET
494-000-970-000	CAPITAL OUTLAY	.00	.00	.00	.00	.00	.00
494-000-971-000	LAND PURCHASE	.00	.00	2500.00	2500.00	2500.00	.00
494-000-974-000	LAND IMPROVEMENTS	.00	6250.00	.00	.00	-6250.00	.00
494-000-990-003	CBT-108 ENTERPRISE DRIVE	1514.78	9529.69	18663.30	18663.30	9133.61	51.00
494-000-990-004	TIFA-FACADE LOAN-PRINCIPAL	.00	.00	.00	.00	.00	.00
494-000-990-005	TIFA-PARKING LOT LOAN	.00	.00	.00	.00	.00	.00
494-000-995-003	CBT-108 ENTERPRISE INTEREST	1810.22	9271.71	20036.70	20036.70	10764.99	46.00
494-000-995-004	TIFA-FACADES LOAN-INTEREST	.00	.00	.00	.00	.00	.00
494-000-995-005	TIFA-PARKIN LOT INTEREST	.00	.00	.00	.00	.00	.00
494-000-999-001	CONTRIBUTIONS TO GEN FUND	.00	.00	12500.00	12500.00	12500.00	.00
TOTAL EXPENSES		3325.00	31554.48	77945.00	77945.00	46390.52	40.00
CURRENT FUND EQUITY		-3230.71	51384.77	28527.28	28527.28	-22857.49	180.00

Date : 01/03/2013 - Thur  
Time : 08:19:03  
Batch: All

City of Reading  
INVOICE TRANSACTION JOURNAL

Ord #	Invoice#	Vend #	Vendor Name	Inv Date	Check #	Invoice Amt	Description	Batch
Acc #	Account Description	Orig Ln	Amt	Opn Ln	Amt	Dist Amt	Proof Due Date	1099 Reference
1	12012012	000389	CITY OF READING	12/01/2012		5159.69	2012 Winter Tax-108 Enterprise	NONE
494000921000	PROPERTY TAXES		3563.32				01/07/2013 00 30 20 110 002 155 23-108 Ente	R
494000921000	PROPERTY TAXES		215.02				01/07/2013 00 30 20 040 001 068-108 Enter	R
494000921000	PROPERTY TAXES		1381.35				01/07/2013 00 30 20 940 000 015-108 Enter	R
2	123112	000007	CITY OF READING	12/31/2012		178.70	Nov/Dec 2012 Water/Sewer	NONE
494000920000	UTILITIES		98.70				01/07/2013 00 Nov/Dec108 Enterprise	R
494000920000	UTILITIES		20.00				01/07/2013 00 Nov/Dec 128 S. Main	R
494000920000	UTILITIES		20.00				01/07/2013 00 Nov/Dec 108 E. Cherry	R
494000920000	UTILITIES		20.00				01/07/2013 00 Nov/Dec 209 S. Main	R
494000920000	UTILITIES		20.00				01/07/2013 00 Nov/Dec 229 S. Main	R
3	11192012	000189	KIMBERLY BLYTHE	11/19/2012		56.00	November 19-Meeting Minutes	NONE
494000702002	BOOKKEEPING WAGES		56.00				01/07/2013 03 Minutes-Nov 19, 2012	R
4	78412	000298	HILLSDALE DAILY NEWS	12/01/2012		98.30	Ad # 00053180- Bid Posting	NONE
494000729000	NOTICES/PUBLISHING		98.30				01/07/2013 00 3-Days-Bid Posting Farming	R

GRAND TOTALS .00 .00 5492.69 .00

Acc Payable 5,492.69  
Prepaid .00  
  
Appropriation Control .00  
Other G/L 5,492.69  
  
Total Invoiced 5,492.69  
  
Total Encumbrances .00

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