

**CITY OF READING, MI**  
**TAX INCREMENT FINANCE AUTHORITY**

**July 24, 2023**

Present were Chad Penney, Chuck Hartshorn, Melani Matthews, Warren Bartels, Adrien Miller, and Frank Oddou. Also present were Kym Blythe and Ben Wheeler. Chair, Chad Penney, called the meeting to order at 6:46 p.m. at Reading City Hall. Chuck made a motion, seconded by Melani, to approve both the June regular meeting minutes and the June Informational Meeting minutes. Motion carried 6-0.

**Treasurer's Report/Financial Statement Ending May 31, 2023**—After review, Melani made a motion, seconded by Chuck, to approve the report and statement. Motion carried 6-0.

**Payment of Operating Bills**—After review, Melani made a motion, seconded by Chuck, to pay operating bills in the amount of \$8,625.57. On a roll call vote the motion carried 6-0.

**Public Comments**—None.

**Ongoing/Old Business—A.** 116 Michigan/Opera House and Black Raven Design-Affinity Valuation Group, LLC—Nothing new at this time.

B. BBC Agriculture and Response to Attorney Letter—There is currently nothing new on the progress update and timeline.

**New Business—A.** Dan Gollnick presented a packet of receipts and photos of the changes made at 139 S. Main Street requesting reimbursement. After review, Melani made a motion, seconded by Chuck, to approve reimbursement in the amount of \$4,632.40. On a roll call vote the motion passed 6-0.

B. 123/126 Michigan Street Appraisal and Proposed Price for Purchase—Members were directed to last month's appraisal documents from Southern Michigan Appraisal for current valuation amounts. The amounts are less than what is being asked. After some discussion about their condition, Chuck made a motion, seconded by Adrien, to approve bids of \$30,000 and \$5,000 for the two properties and amended to authorize Chad to negotiate but within the appraised valuation ranges. Motion carried 6-0.

C. Downtown/Economic Development Director Position—Ben Wheeler presented his resume requesting appointment to the position. Ben shared that TIFA would work with him on goals and that Chapter 5 of the City's Master Plan, which he helped work on, would easily be an initial guide. TIFA would also review progress and evaluation. A member asked whether this position should be posted, covering any bases needed with that. In discussion, it was noted that as a current City employee, these duties could just be added to his responsibilities. It was felt that Ben already has a feel for this, especially as he was our previous Zoning Administrator and current Assessor. The title for this position would be Reading Economic Development

Administrator. Melani made a motion, seconded by Warren, to recommend hiring Ben for this position. Motion carried 6-0. An ad hoc committee was recommended to develop a job description for this position, and work with Ben as needed. Chuck, Adrien, and Chad volunteered to work with Ben on this, with Kym consulting as needed as well.

D. The next scheduled meeting is for August 28, 2023.

With no further comments, Chuck made a motion, seconded by Adrien, to adjourn at 8:00. Motion carried 6-0.