

**City of Reading
Tax Increment Finance Authority
Regular Meeting
August 23, 2023
Reading City Hall Council Chambers**

Regular TIFA meeting was called to order at 6:54 p.m.
Roll Call found Oddou, Hartshorn, Matthews, Miller and Penney present.
Kimberly Blythe, City Manager and Ben Wheeler, Assessor also present.
Absent: Bartels (excused)
Guests: None

Approval of Minutes

-Matthews moved, Hartshorn seconded to approve the minutes from the regular meeting of July 24, 2023. Motion Carried (5-0)

Pay Operating Bills- \$10,583.30

Treasurer's Report/Financial Statements

Total Cash \$338,089.86 (June 30, 2023)

Treasurer's Report & Financial Statements

-Matthews moved, Hartshorn seconded to approve the Treasurer's Report and Financial Statements for June 30, 2023. Motion Carried (5-0)

Payment of Bills

-Matthews moved, Miller seconded to approve payment of the bills in the amount of \$10,583.30

Roll Call Vote: Ayes- Miller, Oddou, Matthews, Hartshorn, and Penney

Nays- None Absent Bartels Motion Carried (5-0)

Public Comments/Communications Items

Off the Grid Acres LLC -Sent Notice regarding purchasing land in the Industrial Park- Will send response requesting additional information.

Old Business/Ongoing Business

A. 116 Michigan Street-Opera House

1. Redevelopment Proposal-Schematic Design- Waiting on the Schematic Design Report from Brenda.

B. BCC Agriculture-No Updates from BCC

C. 123/126 Michigan Street -TIFA Board President will talk to Flaughter's about proposal

New Business

- A. Downtown Economic Development Director Position-Job Description & Work Agreement
-Hartshorn moved, Oddou seconded to approve the work agreement and job description for the Economic Development Director and to appoint Ben Wheeler as the Economic Development Director at an annual salary of \$47,424/year starting September 3, 2023.
Roll Call Vote: Ayes- Miller, Oddou, Matthews, Hartshorn, and Penney
Nays- None Absent Bartels Motion Carried (5-0)

This position will be a part time position with no benefits, except those specified in the agreement, and the duties will also include, Property Tax Assessing as well as maintaining City/TIFA Communications such as the Website, Facebook, Electronic Sign and any other communication necessary to be conveyed to Residents, Businesses and Visitors.

-Hartshorn moved, Miller seconded to increase the Contract for Services Agreement between TIFA/City by \$3595.50 beginning September 1, 2023, through the end of the contract period of June 30, 2024.

Roll Call Vote: Ayes- Miller, Oddou, Matthews, Hartshorn, and Penney
Nays- None Absent Bartels Motion Carried (5-0)

B. Next Meeting will be September 25, 2023, following the Planning Commission Regular Meeting which will begin at 6:30pm

Closed Session

Hartshorn moved; Matthews seconded to go into closed session to discuss possible property acquisition.

Roll Call Vote: Ayes- Miller, Oddou, Matthews, Hartshorn, and Penney
Nays- None Absent Bartels Motion Carried (5-0)

Went into Closed Session at 7:29pm
Back to regular session at 8:00pm

-Matthews moved, Oddou seconded to approve what was discussed in closed session regarding property acquisition.

Roll Call Vote: Ayes- Miller, Oddou, Matthews, Hartshorn and Penney
Nays- None Absent Bartels Motion Carried (5-0)

Matthews moved; Miller seconded to adjourn the meeting.

-Meeting was adjourned at 8:07 pm

Respectfully submitted,

Kimberly Blythe, City Manager/Clerk/Treasurer
City of Reading