

**CITY OF READING
TAX INCREMENT FINANCING AUTHORITY
REGULAR MEETING MINUTES
December 3, 2018
READING CITY HALL**

Secretary Cleveland called the Regular TIFA meeting to order at 7:15 p.m.

Roll Call found Matthews, Gollnick, Everett and Cleveland present.

Absent: Newton

Kimberly Blythe, City Manager also present

Guests: Michael VanOpynen

-Matthews moved, Gollnick seconded to excuse Newton. Motion Carried (4-0)

Approval of Minutes

-Gollnick moved, Everett seconded to approve the minutes from the regular meeting of November 5, 2018. Motion Carried (4-0)

Payment of Operating Bills- \$2,734.36

Treasurer's Report/Financial Statements

Total Cash \$328,597.34

Treasurer's Report & Financial Statements November 2018

-Matthews moved, Everett seconded to approve the Treasurer's Report and Financial Statements for November 2018. Motion Carried (4-0)

Payment of Bills

-Everett moved, Matthews seconded to approve payment of the bills in the amount of \$2734.36

Roll Call Vote: Yeas- Matthews, Gollnick, Everett and Cleveland

Nays- None Absent: Newton

Motion Carried (4-0)

Public Comments/Communications Items:

Michael VanOpynen was in attendance on behalf of Robert Terry of Frankfort Green LLC requesting a change in location of the purchase of land. He presented a drawing indicating the change of land and where he would like to build in the Industrial Park. He would like to purchase Lot 19 instead of Lot 22. This would make the location of the facility farther away from property owned by Reading Community Schools.

Old Business/Ongoing Business

150 S. Main Update

We contacted Charlie Rutz, Rutz Trucking & Excavating, and he stated that there was asbestos detected in the roof of the building, therefore he is required to subcontract with a company to remove the roof of the building for the abatement of the asbestos and he was waiting on a third quote for that process. He stated that once they removed the roof, he would be in there within two days of the roof removal to complete the demolition. He stated that he is looking at two months for the completion of this demo.

Signage-Downtown Commercial Lots

Received two additional quotes for signage for the commercial lot(s) and Scott Coe, ended up being the best price. Mr. Coe is currently working on putting together the design/layout for what the sign(s) will look like and will get them back to us for approval.

Proposed TIFA Minutes December 3, 2018

Update-Purchase agreement w/Frankfort Green LLC

-Gollnick moved, Everett seconded to amend the proposed purchase agreement, with Frankfort Green LLC, for land in the Industrial Park to purchase Lot 19 instead of Lot 22 and also to approve payment of \$50 for the Land Division Application.

Roll Call Vote: Yeas- Matthews, Gollnick, Everett and Cleveland

Nays- None Absent: Newton

Motion Carried (4-0)

New Business

Updates of PA 57 of 2018

PA 57 of 2018 is the legislation requiring more accountability and transparency we have been working on a TIFA Page on the City's Website and have uploaded TIFA 2000 Plan Update, Rules of Procedure, Façade Grant Information including application for Façade Grant as well as TIFA Minutes dating back to 2015.

We have met the preliminary requirements from MEDC in regards to the Redevelopment Ready Communities Program and will continue to move forward from pre-certification to becoming certified. We have become engaged and can start to work with their planners to complete the process as well as working towards updating our Master Plan, TIFA Plan and completing a Capital Improvement Plan, while engaging our community in the process. Here is the link that will take you to the City's Website page with the TIFA info. <http://www.reading.mi.us/tifa.aspx>

TIFA Board Member Resignation(s)

It was shared that Randy Sanders and Bob Galloway both submitted a letter of resignation to be effective immediately. Randy had submitted his prior to the November Council Meeting, so the Council did accept the resignation that night and the position has been posted. Bob submitted his by email and that one, will be included on the Council agenda for December 12th.

2019 Meeting Schedule

It was decided that due to resignation of members and waiting the appointment of new members, that the Board will hold off adopting an official schedule for 2019. It was however decided to not hold a meeting in January and to set the next meeting for February 2019.

Next meeting will be Tuesday, February 5, 2019 at 7:15 pm in City Hall Council Chambers

Everett moved to adjourn the meeting.

-Meeting was adjourned at 8:06 pm

Respectfully submitted,

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