Reading CRIZ Authority Meeting
Thursday, August 27, 2026
Reading City Hall Council Chambers
and via Zoom
https://readingpa.zoom.us/j/89147564241?pwd=lbyekaO3YnJaVUmUbg1dXtr20dEah5.1
Webinar ID: 891 4756 4241; Passcode: 781446
4:00 PM

MINUTES

I. Executive Session (3:30 PM)

II. Call to Order

III. Roll Call
Members present: Tim Daley, Mike Fromm (via zoom), Shannon Leonhard, John Masano, Pablo Mato(via zoom), Debra Millman, Esq., Peter Rye, and Josephine Torres-Boykins

Staff present: Shannon Calluori (via zoom), Sara Hailstone (via zoom), and Ryan Gonder (via zoom)

IV. Pledge of Allegiance

V. Public Comment on Agenda Items
None

VI. Minutes
Approval of July 23, 2026, Meeting Minutes

A motion to approve the minutes was made by Mr. Pablo Matos and seconded by Ms. Deb Millman. Approved unanimously.

VII. Approval of Invoices
a. McNees- $1,248 (July)
b. Hailstone Economic- $6,615.50 (June)
c. RLB Accountants- $20,000 (preparation of CRIZ returns) was approved during July meeting and paid this meeting.

Ms. Leonhard reported the current invoices (McNees and Hailstone Economic) and the outstanding invoices (RLB Accountants).

Mr. Peter Rye reported that going forward until an agreement is in place between the authority and the city, the city will support in paying the invoice expenses directly.

A motion to approve the payment of the June and July invoices was made by Ms. Shannon Leonhard and seconded by Mr. Pablo Matos. Approved unanimously.

VIII. Finance Report

Ms. Leonhard distributed the finance report and stated that as of today the account balance is $31,277.27. See attached finance report for the details.

A motion to approve the finance report was made by Ms. Shannon Leonhard and seconded by Mr. Tim Daley. Approved unanimously.

IX. Chair Report

Mr. Peter Rye reported that authority members, including Mr. Peter Rye, Ms. Deb Millman, Ms. Lucy Cortez and Mr. Pable Matos, visited Lancaster CRIZ. He requested a separate session for training purposes to learn from Lancaster CRIZ. The training is scheduled for Tuesday, September 8 at 3pm, location TBD. Also Mr. Rye is accepting feedback via e-mail on the proposed agreement with the city.

X. Committee Reports

a. Project Review Committee- Ms. Shannon Leonhard reported that there are three applications that are ready to move forward. There are a few items that are still needed. The plan is to present to the authority at the next meeting. There are currently six applications pending. See attached project review committee report for the details.
b. Map Review Committee- Mr. Tim Daley stated that there are no updates to report. Ms. Shannon Calluori reported that they received several JOT forms for businesses to be added and subtracted to the CRIZ map. She has done some internal analysis as she has worked with the city GIS personnel to coordinate some of the suggestions for adding and subtracting to the map. This will be presented to the map committee, with the intent of reviewing the suggestions and hopefully be ready to make recommendations to the board during the September meeting.
c. Communications Committee- Mr. Michael Fromm commented on the marketing of CRIZ. He spoke with individuals from the Lancaster and Bethlehem CRIZ, and it became clear in those conversations that close collaboration with local, economic development agencies was essential to their success and to the marketing. Mr. Fromm took those comments and met with the current chair of GRCA and expressed the expectation that the Reading community would need this alignment. The GRCA chair will set up a meeting with the incoming chair to discuss that further.
d. Contracts Committee – No Report

XI. City Report

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Dr. Brookins reported that she and Ms. Shannon Calluori met with Citizens Service Center Municipal Operations Manager, Carmen Gonzalez, to discuss the next steps in certifying the qualified taxes. Dr. Brookins sent an e-mail to Berks EIT and Keystone Collections requesting the tax information for this year's qualified business list. As of this week the tax reports were received from both Berks EIT and Keystone Collections. Dr. Brookins will begin to compile the data and analyze it, so the qualified taxes can be submitted to the state for certification by October 15th.

XII. Staff Report

No Report

XIII. Public Comment on Non-Agenda Items

None

XIV. Adjournment

A motion to adjourn was made by Mr. Pablo Matos and seconded by Mr. Tim Daley. Approved unanimously.

Authority Secretary

Reading CRIZZA Treasurer's report as of 8/27/2026

Last Deposit made 6/30/2026

$50,500.00

Approved invoices as of 7/23/2026:

a. Hailstone Economic - $21,592.05
b. McNees - $1,832.00
c. McNees - $768.00
d. RLB Accountants - $56,000.00

Balance as of 8/27/2026

$31,277.27

New invoices as of 08/27/2026 and Bank Activity:

Invoice Date	Invoice #	Entity/Vendor	Category	Amount	Note
7/12/2023 PENDING APPROVED 7/23/2026	0-55036	RLB Advisors LLC	Compliance Manager	$36,000.00	Office Hours and prepared 100 CRIZ returns
07/12/2026 PENDING APPROVED 7/23/2026	0-55037	RLB Advisors LLC	Compliance Manager	$20,000.00	Professional services rendered in connection with the preparation of CRIZ returns for the year ended 12/31/2025
08/13/2026	1859	Hailstone Economic	Consulting	$6,615.50	Consulting June 2026
08/19/2026	5472344	McNees	Legal	$1,248.00	CRIZ Authority Solicitor ship for period ending 7/31/2026

Invoice total including pending items: $63,863.50

	A	B	C	D	E	F	G	H
1	**CRIZZA PROJECT PRE & APPLICATION TRACK LOG - 2026**							
2								
3	**P/A**	**Applicant Entity**	**APPLICANT TYPE**	**Project Cost by Applicant**	**Applicant Request**	**PROJECT ADDRESS**	**PROJECT SUMMARY**	**STATUS/NOTES**
4				$75,200,000				
5	A	Shuman Development Group	Developer	$1,000,000	$500,000/80% of CRIZ Revenue	19-21 South 5th St	Renovation, expansion Ugly Oyster	1/14/2026: PreApp received. Meets eligibility. 4/16/2026: Full Application Received for preliminary review. 5/5/2026: Virtual meeting with applicant with additional application questions. 6/10/26: Does not fully meet state criteria. List of conditions for final approval emailed to applicant. 7/7/2026: Applicant contacted for status, said He is aware of the additional information Committee requested and is working diligently on it. He expects to have it very soon.
6								
7	A	Shuman Development Group	Developer	3,000,000	$1,500,000/90% of CRIZ Revenue	150 N 5th St	Conversion, restoration of historic building adding 8 new residential units and 4 commercial/retail locations	1/14/2026: Pre-App received. Meets eligibility. 5/16/2026: Full application received for preliminary review. 6/1/2026: Full application and fee received. 6/24/2026 Committee review discussion. 7/8/2026: Review and establish what state eligibility items missing. 7/9/2026: List of outstanding items for meeting state criteria and final approval emailed to Paige to further email applicant.
8								
9	A	Berks County Investments LLC	Developer	1,000,000	$800,000/85% of CRIZ Revenue	35 N 6th St	Expansion of downtown foodcourt	5/16/2026: Pre-App received. Meets eligibilty. Directed to submit full application. 6/1/2026: Full application and fee received. 7/8/2026: Application does not fully meet state criteria. 7/9/2026: List of outstanding items for meeting state criteria and final approval emailed to Paige to further email applicant.
10								
11	P	Glidden Development LP	Developer	54,000,000	44,000,000/90% of CRIZ Revenue	1853 N 3rd St	New shopping center on vacant site	1/14/2026: Pre-app received. Eligibility confirmed. Directed to submit full application
12								
13	P	Reading Medical Development LI	Developer	800,000	650,000/85% of CRIZ Revenue	145 N 6th St	Convert former emergency room space to retail facing Walnut St	5/18/2026: Pre-app received. Eligibility confirmed. Directed to submit full application.
14								
15	P	Cherry Street Plaza LP	Developer	12,000,000	10,000,000/90% of CRIZ Revenue	29 S 5th St	Build new 3 story building with 24 residential units and retail on empty lot	5/18/2026: Pre-app received. Eligibility confirmed. Directed to submit full application.
16								
17	P	Madison 2020 LLC (Aaron Chadow)	Developer	3,400,000	1,200,000	400 Washington Street	Revitalization of The Madison Building	5/6/2026: Pre-app received. Eligibilty confirrmed. Directed to submit full application.
18								
19								
20								