Reading CRIZ Authority Meeting
Thursday, September 24, 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. Call to Order

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

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

III. Pledge of Allegiance

IV. Public Comment on Agenda Items
None

V. Minutes
Approval of August 27, 2026, Meeting Minutes

A motion to approve the minutes was made by Mr. Mike Fromm and seconded by Ms. Shannon Leonhard. Approved unanimously.

VI. Approval of Invoices
a. McNees- $1,536 (August 2026)
b. Hailstone Economic- $1,187.50 (August 2026)
c. RLB Accountants- $0

A motion to approve the invoices was made by Ms. Shannon Leonhard and seconded by Mr. Mike Fromm. Approved unanimously.

VII. Finance Report
See attached report submitted by CRRIZA Treasurer, Ms. Shannon Leonhard.

supporting with the development of a CRIZ project is very complicated. Therefore, Ms. Millman has a concern and would like to see more information. Also, if applications are submitted on behalf of the CRIZ Authority, Ms. Millman thinks that the CRIZ Authority should vote on this and have it in writing about what the application entails.

Mr. Rye mentioned that there are consultants who can provide consulting services to whoever without CRIZ Authority control. But Opake would like for CRIZ Authority to review and authorize this type of support to businesses.

Ms. Cortez stated that the objective is to engage the smaller business owners in the CRIZ opportunity.

Mr. Masano explained that the idea came from the project sub-committee meetings. They want to make sure that the businesses that do not have capacity can have resources to support them with questions.

Ms. Leonhard mentioned that it looks like there is too much of an intersection with having a CRIZ Authority member at the Opake Institute. The authority has to be very mindful of someone from the authority looking like they are spearheading something like this.

Mr. Gonder generally said that one person cannot act on behalf of the entire authority or give direction as if it's the authority's direction as one person. It has to be the entire body, and when talking and working with our employers and interacting with the authority the State Ethics Act comes into play. Mr. Gonder also stated that he does not know enough to say one way or another with this specific circumstance but is willing to talk and create a plan to move forward so that everyone is comfortable.

Mr. Rye asked, does the CRIZ Authority want to establish partnerships with entities to support the cause?

Mr. Fromm asked if it would be worth asking other CRIZ authorities on how they handled this?

Ms. Cortez and Ms. Millman will reach out to Mr. Gonder to discuss it further.

b. Map Review Committee-
Ms. Millman reported that the committee received six applications to be added and 11 to be deleted. For the six that are asking to be added, they are now being asked to submit a little more information about their interest and plans for wanting to be in the CRIZ. For the 11 that submitted to be removed, the committee is all in agreement that those properties will be removed. The committee has also assessed the map and gathered their own list of properties that may be best suited to be removed. The committee will circulate those proposed addresses to the board, and the idea is to send the property owners a letter. Ultimately the objective is to come back with a resolution for the final additions and deletions from the map. If there are more properties taken out than added, then the acreage would be considered in the bank.

c. Communications Committee-

Mr. Fromm reported on three things: 1) Met with the Chief Operating Officer of Berks County to gauge the county's interest in committing resources to assist the CRIZ in supporting the development of projects in the city. Was pleased to hear a clear expression of interest and willingness to help. Mr. Fromm plans on following up with all three commissioners to confirm that this is a solid commitment. 2) Mr. Fromm met with the incoming chair of GRCA to get her perspective on the Reading is Ready initiative. The outcome of the meeting is that Mr. Fromm came away extremely enthusiastic about the support that will come from the entire rest of the economic development community. 3) Mr. Fromm met with the developer who completed most of the Allentown CRIZ projects. The developer expressed a sincere interest in looking at some of the properties in Reading CRIZ. The point person for the Allentown CRIZ projects is John Callihan, who's the former mayor of Bethlehem and was in office when the Bethlehem CRIZ was launched. John is willing to come to Reading and talk with the board, a group of economic development professionals, and be a support.

d. Contracts Committee –

Ms. Millman reported that the committee was able to review the contracts from Lancaster. Mr. Gonder will review and it will be decided if they are the template to use and if any tweaks are needed, so they will be ready when approved by the project committee.

X. City Report

Dr. Paige Brookins continues to analyze the tax data, so qualified taxes can be submitted to the state for certification by October 15th. Dr. Brookins and Ms. Shannon Calluori will meet with RLB tomorrow (9/25) to review the data report. Once completed, the documents will be submitted by the Citizens Service Center Municipal Operations Manager, Carmen Gonzalez.

XI. Staff Report

No Report

XII. Public Comment on Non-Agenda Items

None

XIII. Adjournment

A motion to adjourn was made by Ms. Lucy Cortez and seconded Ms. Josie Torres-Boykins. Approved unanimously.

Authority Secretary

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

Last Deposit made 6/30/2026

$50,500.00

Approved invoices as of 8/27/2026:

a. Hailstone Economic - $6,615.50
b. McNees - $1,248.00
PENDING. RLB Accountants - $20,000.00- not yet cashed

Balance as of 9/24/2026

$23,417.27

New invoices as of 09/24/2026 and Bank Activity:

Invoice Date	Invoice #	Entity/Vendor	Category	Amount	Note
7/12/2023 PENDING APPROVED To be paid by City of Reading 7/23/2026	0-55036	RLB Advisors LLC	Compliance Manager	$36,000.00	Office Hours and prepared 100 CRIZ returns
9/16/2026	1883	Hailstone Economic	Consulting	$1,187.50	Consulting August 2026

Invoice total including pending items: $21,187.50

***Does not include $36,000 to be paid by City**

	B	C	D	E	F	G	H
2							
3	**Applicant Entity**	**APPLICANT TYPE**	**Project Cost by Applicant**	**Applicant Request**	**PROJECT ADDRESS**	**PROJECT SUMMARY**	**STATUS/NOTES**
4			$75,200,000				
5	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. 8/9/2026: Rye reached out to Alan on update. Alan currently working with RKL on numbers anticipates completion in 2 weeks.
6							
7	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. 8/9/2026: Rye reached out to Alan on update. Alan currently working with RKL on numbers anticipates completion in 2 weeks.
8							
9	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 eligibility. 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. 8/9/2026: Rye reached out to Alan on update. Alan currently working with RKL on numbers anticipates completion in 2 weeks.
10							
11	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	Reading Medical Development L	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	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	Madison 2020 ELC (Aaron Chadow)	Developer	3,400,000	1,200,000	400 Washington Street	Revitalization of The Madison Building	5/6/2026: Pre-app received. Eligibilty confirmed. Directed to submit full application.
18							
19							