

City of Litchfield
TIFA Meeting Minutes
November 8, 2017

Call to order

Chairman Ed Smith called to order the regular meeting of the **Litchfield TIFA at 7:00 p.m. on November 8, 2017 in Litchfield City Hall.**

Chairman Smith conducted a roll call. The following persons were present: Ed Smith, Bill Nobles, _____, Brendan Sanger, _____, and Mike Warren

Absent: None Don Failing and Matt Wolfinger

Others Present: O.R. Smith, Mayor- Elect, Steve Wade, Litchfield Library Chairperson, Jeff and Pat Dora, Owners of Yesterday's Diner, Harold Wolfinger, Doug Terry, TIFA Administrator

Minutes: A motion was made by Nobles and seconded by Sanger to approve the minutes of the Regular TIFA Meeting held on October 11, 2017. Motion passed unanimously.

- I. **Balance Sheet and Revenue & Expenditure Statements:** After board review, a motion was made by Warren and seconded by Nobles to accept and place on file the October Balance Sheet & Revenue Report. Motion passed unanimously.

- II. **Jeff and Patricia Dora Request:** Jeff and Patricia Dora addressed the TIFA Board on a request to restructure their loan for the food delivery van purchase last spring. Jeff Dora explained that they have run in to some unforeseen problems with the ability to serve our industrial park employees. Pat Dora explained that they have tried many different experiments and are still hopeful that they can still be successful at serving the industrial park. As such, they indicated they are seeking to have the loan arrangements restructured to reflect a more affordable monthly payment. Bill Nobles made a motion to lowering payments to \$500 a month and suspend payments during the months of December, January, February, March, April and May. Mike Warren suggested

that perhaps during the other months when the food van resumed that payments of \$1,000 should be made. Bill Nobles agreed to amend his motion to reflect Mike Warren's suggestion. Mike Warren seconded Bill Nobles motion. Motion was adopted unanimously.

- III. **Library Request:** Doug Terry presented the TIFA Board with a request from the Litchfield District Library for a progress payment for the new library construction project. Terry further explained that he had been approached by Doug Vankampen, Library Board Trustee concerning a drawdown payment. Expecting to see a representative from the library board, Terry stated he contacted Steve Wade, Chairperson of the Litchfield District Library Board at the last minute to answer any questions of the TIFA Board. Mr. Wade stated he was not prepared at the moment to make a formal request and report and asked if he could return to the TIFA Board meeting in December. By consensus, the TIFA Board was in favor of reviewing the request next month.
- IV. **Resolution creating Litchfield Regional Training Center** Doug Terry reported that in order to make application to the State of Michigan for a "proprietary school", it would be necessary for the TIFA Board to approve a formal resolution. Motion by Sanger and seconded by Warren to support the resolution as presented. Motion passed unanimously.
- V. **Appointment of TIFA Secretary:** A motion was made by Sanger and seconded by Nobles to formally appoint Mike Warren as Secretary of the Litchfield TIFA Board. Motion passed unanimously.
- VI. **Bills for Approval:** A motion was made by Sanger and seconded by Warren to approve the November bills in the amount \$15,714.96. Motion passed unanimously.
- VII. **Manual Checks:** A motion was made by Warren and seconded by Sanger to approve the manual checks in the amount of \$2,490.98. Motion passed unanimously.
- VIII. **City Manager Report:** A discussion took place concerning the Litchfield Greens and the movement to sell. Mike Warren indicated his frustration concerning the lack of movement with the sale of the golf course. Doug Terry responded that he and staff were

continuously working to retrieve a liquor license. All interested parties indicated the importance of a liquor license as part of a sale. Doug had further indicated that through Mr. Mike Brown, Attorney assisting us in this matter, that he found one liquor license possibly for sale. Terry further stated that the owner of the license were contacted was not interested in selling. Terry continued to explain that to apply and acquire a new liquor license would cost approximately \$24,000. The TIFA Board members thought that any sale terms of the golf course should include the cost of the liquor license. TIFA Board members felt that Terry should again talk to the two interested parties to see if they were still interested in the property. Terry agreed.

IX. Public Comment: Harold Wolfinger stated that perhaps the TIFA Board should look at building a spec home in Hawthorn Heights #4. He also stated that a nice mobile home park should be looked at to accommodate young adults just starting out in life.

Adjournment: A motion was made by Sanger and seconded by Nobles to adjourn the November 8, 2017 meeting at 8:30 p.m. Motion passed unanimously.

Attested: Douglas K. Terry, TIFA Administrator, November 8, 2017

