

City of Litchfield

TIFA Regular Meeting Minutes

March 11, 2020

Call to order

Chairman Ed Smith called to order the regular meeting of the Litchfield TIFA at 7:00 p.m. on March 11, 2020 in Litchfield City Hall.

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

Absent: Don Failing

Others Present: Julie Games - Hillsdale County Commissioner and Doug Terry - TIFA Administrator

- I. **Public Hearing:** Chairman Ed Smith opened a Public Hearing at 7:00 p.m. for the purpose of outlining intended projects for the next ensuing year as required by the State of Michigan. The projects that were identified are pursuit of high-speed fiber optics, LRTC development, new condominiums in Hawthorn Heights and workforce housing. Bill Nobles described the relationship with the Hillsdale County ISD and local school district and possible projects. The Public Hearing closed at 7:20 p.m.
- II. **Minutes:** A motion was made by Bill Nobles and seconded by O.R. Smith to approve the minutes of the Regular TIFA Meeting held on February 12, 2020. Motion passed unanimously.
- III. **Balance Sheet and Revenue & Expenditure Statements:** After board review, a motion was made by Mike Warren and seconded by O.R. Smith to accept and place on file for audit the February 2020 Balance Sheet & Revenue Report. Motion passed unanimously.
- IV. **Litchfield Greens, Fees for 2020:** TIFA Administrator, Doug Terry presented the proposed fees schedule associated for the 2020 golf season. A motion was made O.R. Smith and seconded by Bill Nobles to approve the fee schedule as presented. Motion passed unanimously.

- V. **Golf Course Update and Discussion:** Doug Terry explained that the “reverter clause” in a proposed sale agreement would be very difficult for a purchaser to overcome if a lender was to be involved. After much discussion, it was agreed to by consensus that the golf course would be sold for approximately \$350,000 with an incentive program that would rebate between \$12,500 and \$15,000 over time starting in the fourth year.
- VI. **Condominium Discussion:** Ed Smith proposed building two more condos at a cost of approximately \$390,000. Discussion ensued as to the time and budget. Ed Smith stated that it was TIFA’s practice to build condos as we sold them. A motion was made by O.R. Smith and seconded Matt Wolfinger to proceed with construction not to exceed \$396,000 and authorize Ed Smith to proceed and report back to the TIFA Board. Motion passed unanimously.
- VII. **Bills:** A motion was made by O.R. Smith and seconded by Matt Wolfinger to approve the March bills in the amount of \$393,786.04. Motion passed unanimously.
- VIII. **Manual Checks:** A motion was made Bill Nobles and seconded by O.R. Smith to approve the manual checks for February in the amount of \$6,492.50. Motion passed unanimously.
- IX. **City Manager Report:** Doug Terry brought up a request to include in the TIFA Budget for 2020-2021 fiscal year a contribution to Litchfield Fire Department for turn-out gear and SCBA equipment. Doug also reported on the fiber optic pursuit for the industrial park.
- X. **Adjournment:** A motion was made by Bill Nobles and seconded by O.R. Smith to adjourn the March 11, 2020 meeting at 8:40 p.m. Motion passed unanimously.

Attested: Douglas K. Terry, TIFA Administrator, March 11, 2020