

City of Litchfield
TIFA Meeting Minutes
December 14, 2016

Call to order

Chairman Ed Smith called to order the regular meeting of the Litchfield TIFA at 7:00pm on December 14, 2016 in Litchfield City Hall.

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

Absent: Roger Winchell

Others Present: Doug Terry TIFA Administrator, Kevin Grossman, President of Nex Solutions

Minutes: A motion was made by Sanger and seconded by Failing to approve the minutes of the TIFA Meeting held on November 9, 2016 with corrections clarifying Mike Warren's motion concerning SpeedRack's loan. 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 November Balance Sheet & Revenue Report. Motion passed unanimously.
- II. **TIFA Audit Report:** A motion was made by Failing and seconded by Warren to accept and place on file for inspection the 2015-2016 TIFA Audit Report. Motion passed unanimously.
- III. **Nex Solutions Loan Review and Request:** Mr. Kevin Grossman, President of Nex Solutions explained the current status and financial position of Nex Solutions. Mr. Grossman stated that Nex Solutions recently gained new contracts for work which will provide 16 to 18 months of new work. Also Spartan Motors has identified Nex Solutions as a major supplier and a quality manufacturer. However, Mr. Grossman stated that Nex Solutions has had a difficult time

- collecting some of their accounts payable from previous customers which have created a cash-flow hardship. Mr. Grossman requested that the TIFA Board consider a deferment of the first four loans through April of 2018 and a deferment of the fifth loan of \$300,000 through the end of 2018. After questioning and discussion by the TIFA Board Members, a motion was made by Warren and seconded by Nobles to defer the first four loans through April of 2018 and the fifth loan through the end of 2018. Those for the motion: Warren, Nobles, Failing, Wolfinger and Smith. Those voting no for the motion: Sanger.
- IV. Speedrack Loan Clarification Discussion:** Chairman Smith asked the TIFA Board Members to help clarify last month's action concerning the terms of Speedrack's loan with TIFA. Mike Warren felt that the TIFA Board's intent was to amortize the \$262,000 loan over four years at an interest rate of two percent with payments deferred until January of 2018. It was the consensus of the TIFA Board Members to agree with Mike Warren's interpretation.
- V. Bills for Approval:** A motion was made by Nobles, seconded by Failing to approve the TIFA Board bills in the amount of \$273,579.62. Motion passed unanimously.
- VI. Manual Checks:** A motion was made to approve the manual checks in the amount of \$414.94 by Warren, seconded by Failing. Motion passed unanimously.
- VII. Investments:** A motion was made by Warren and seconded by Failing to ask the City Treasurer to invest an expired CD in the amount of \$200,000 at best terms and rate available for three to six months. Motion passed unanimously.
- VIII. General Discussion:** Doug Terry presented a brief report on the status of the power plant. Chairman Smith asked the TIFA Board Members to consider giving performance pay increases for the city employees. A motion was made by Warren and seconded by Sanger to give the full-time employees \$150.00 and part-time employees \$75.00. Motion passed unanimously.

Adjournment: A motion was made by Sanger and seconded by Wolfinger to adjourn the December 14, 2016 meeting at 8:50 p.m. Motion passed unanimously.

Attested: Douglas K. Terry, TIFA Administrator December 14, 2016

