

City of Litchfield

TIFA Regular Meeting Minutes

March 10, 2021

Call to order

Chairperson Ed Smith called to order the regular meeting of the Litchfield TIFA at 7:00 p.m. on March 10, 2021 in Litchfield through conference call and at the Litchfield Regional Training Center in person.

Members Present: Ed Smith, Bill Nobles, Matt Wolfinger, O.R. Smith, Mike Warren, Brendan Sanger, Don Failing

Absent: None

Others Present: Mike Reen, Aspen Wireless, Doug Terry, TIFA Administrator

- I. Minutes: A motion was made by Mike Warren and seconded by O.R. Smith to approve the minutes of the Regular TIFA Meeting held on February 10, 2021. Motion passed unanimously.
- II. 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 March Balance Sheet & Revenue Report. Motion passed unanimously.
- III. Fiber Internet Report: Mr. Mike Reen, of Aspen Wireless presented a status report which outlined the results of the advertised bid (RFP) seeking interested parties in installing fiber optics within the industrial park. Mike Reen explained that since no companies placed a bid, Aspen Wireless is open to be able to work with the City of Litchfield in performing the same objectives as stated in RFP. Aspen Wireless proposes to build an all network in a “turn-key” operation. The total cost of construction would be \$480,000. Mike Reen stated that he would be willing to meet with the local companies to discuss the services and fees to gauge a level of interest. Mike Warren agreed that we should know how many companies would be interested. A question was asked if we even needed to pursue this project if Charter Communications and CenturyTel were already providing fiber optic for the industrial park.

Doug Terry then explained how we reached this point. Some of the companies were requesting back-up internet service. When that occurred we reached out to Merit Internet Systems. After lengthy discussion with Merit they referred us to Aspen Wireless. Mike Reen informed the TIFA Board members how a cost and revenue structure would work. It was decided by consensus that before TIFA commits to installing and providing fiber optic internet, that Mike Reen contact the industrial park tenants and assess the level of interest.

- IV. **Golf Course Discussion 2021 Rate Schedule:** TIFA Administrator Doug Terry presented a proposed Litchfield Greens Golf Course 2021 fee schedule. Doug Terry stated that they would remain the same as last year. A motion was made by O.R. Smith and seconded by Bill Nobles to approve the 2021 rate schedule as presented. Motion passed unanimously.
- V. **Goals & Projects:** The TIFA Board resumed discussion on the requirement of identifying goals and objectives for the next fiscal starting July 1, 2021. A motion was made by Brendan Sanger and seconded by O.R. Smith to advertise and conduct a public hearing on Wednesday, April 14, 2021 at 6:45pm to allow the public to make comment on the planned goals and objectives for the next fiscal year beginning July 1, 2021. Motion passed unanimously.
- VI. **Bills:** A motion was made by O.R. Smith and seconded by Don Failing to approve the March bills in the amount of \$472,282.55 Motion passed unanimously.
- VII. **Manual Checks:** There were no manual checks for March.
- VIII. **Manager's Report:** Doug Terry informed the TIFA Board Members of a letter sent to Finishing Touch. By consensus the TIFA Board would like to see Doug Terry handle the delinquency tax and lease payments with sensitivity. Doug Terry also reminded the TIFA Board that bids for the Fiber-Optic would be publicly opened on February 15, 2021. Sue Smith addressed the TIFA Board with thanking the TIFA Board for their support and pro-business attitude.

Adjournment: A motion was made by O.R. Smith and seconded by Bill Nobles to adjourn the March 10, 2021 meeting at 8:45 p.m. Motion passed unanimously.

Attested: Douglas K. Terry, TIFA Administrator, March 10, 2021