

City of Litchfield

TIFA Regular Meeting Minutes

November 11, 2020

Call to order

Chairman Ed Smith called to order the regular meeting of the **Litchfield TIFA** at **7:00 p.m.** on **November 11, 2020** at **Litchfield Regional Training Center**, 181 Simpson Drive, Litchfield, Michigan

Chairman Smith conducted a roll call.

The following persons were present: Ed Smith, Bill Nobles, Mike Warren, O.R. Smith, Brendan Sanger

Absent: Matt Wolfinger, and Don Failing

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

Minutes: A motion was made by Bill Nobles and seconded by OR Smith to approve the minutes of the Regular TIFA Meeting held on October 14, 2020. Motion passed unanimously.

- I. Fiber Optic Report: Mr. Mike Reen, of Aspen Wireless presented a report which outlined a “Phased” option in constructing a fiber optic system for the City of Litchfield. The first phase of installing fiber optics would be concentrated within the industrial park. This scenario would cost approximately \$418,500. The other approach would be to install high-speed fiber optic throughout the entire city at a cost of approximately 1.6 million dollars without the industrial park. To construct the entire project for both the city residents and the industrial park would be approximately \$1.2 million dollars which would be cheaper than if the project was done in phases as mentioned above. Brandon Sanger asked what would be the proposed internet speed. Mike Reen responded by stating that different service levels for different speeds would be chosen by the customer. However the speeds and volumes would be significantly faster than what is available currently. Mike Reen went on further to state the next step would be to create a draft RFP which would outline the approaches to providing fiber optic internet to both the industrial park tenants and

residential citizens. By consensus, it was decided to request Aspen Wireless to create an advertised RFP and send to perspective contractors.

- II. **Golf Course Update:** Doug Terry explained that because TIFA was considering the sale of the golf course; the TIFA Board should discuss the details in closed session as outlined in the Open Meetings Act. A motion was made by Bill Nobles and seconded by Mike Warren to convene a closed session to discuss pending real estate transaction. Motion carried with Brendan Sanger opposing the motion. After discussing the issue for forty-five minutes; a motion was made by OR Smith and seconded by Brendan Sanger to reconvene the meeting in public. Motion approved unanimously. Discussion resumed. Brendan Sanger felt that the decision on the sale of the golf course should be made with the entire board being present. A motion was made by Brendan Sanger to hold a public auction of the entire golf course property to the highest bidder. Motion failed due to lack of support. Chairman Ed Smith stated that any approvals on the sale of the golf course would require full board approval prior to any final sale. Doug Terry said that he would proceed with pursuing a proposed purchase with the TIFA Board's approval.
- III. **Balance Sheet and Revenue & Expenditure Statements:** After board review, a motion was made by Brendan Sanger and seconded by OR Smith to accept and place on file for audit the November 2020 Balance Sheet & Revenue Report. Motion passed unanimously.
- IV. **Bills:** A motion was made by OR Smith and seconded by Brendan Sanger to approve the November bills in the amount of \$33,542.42 Motion passed unanimously.
- V. **Manual Checks:** A motion was made by Brendan Sanger and seconded by OR Smith to approve the November Manual Checks in the amount of \$541,066.73 Motion passed unanimously.
- VI. **City Manager Report:** Doug Terry reported that TIFA has once again achieved a cash balance which exceeds over one million dollars.
- VII. **Adjournment:** A motion was made by OR Smith and seconded by Brendan Sanger to adjourn the November 11, 2020 meeting at 10:05 p.m. Motion passed unanimously.

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