

# City of Litchfield

## TIFA Regular Meeting Minutes

February 10, 2021

### Call to order

Chairperson Ed Smith called to order the regular meeting of the **Litchfield TIFA at 7:00 p.m. on February 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

**Absent:** Don Failing

**Others Present:** Sue Smith, Hillsdale EDP Executive Director, 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 January 13, 2021. Motion passed unanimously.
- II. **Balance Sheet and Revenue & Expenditure Statements:** After board review, a motion was made by O. R. Smith and seconded by Bill Nobles to accept and place on file for audit the February Balance Sheet & Revenue Report. Motion passed unanimously.
- III. **Synopsis Report:** Doug Terry informed the TIFA Board that the Michigan Department of Treasury are reviewing many local authorities including TIFAs and DDAs and their plans that are to be included the original ordinance documents. Jill Barrett, City Finance Director is asking the Litchfield TIFA Board for a “synopsis” of TIFA’s accomplishments. Chairman Ed Smith listed many completed projects including but not limited to the Hi-Lex Expansion, the creation of the LRTC, the Faulkner property purchase, the feasibility of high speed internet for the industrial park and city, Hawthorne Heights Subdivision, Litchfield Library support, industrial loans and grants to several manufacturing companies located in the industrial park, and other economic development projects throughout the City of Litchfield.

- IV. **Golf Course Discussion and Liquor License:** TIFA Administrator Doug Terry informed the TIFA Board the Mr. Bill Sours was no longer interested pursuing the purchase of the golf course property and restaurant. Doug stated that he would seek proposals from other area realtors.
- V. **Investments:** A motion was made Mike Warren and seconded by O.R. Smith to instruct Jill Barrett to use her judgement to reinvest three CDs that will expire in February 2021 for nine months to one year at the best rate offered. Motion passed unanimously.
- VI. **Bills:** A motion was made by Mike Warren and seconded by O.R. Smith to approve the February bills in the amount of \$8,664.52 Motion passed unanimously.
- VII. **Manual Checks:** A motion was made by O.R. Smith and seconded by Brendan Sanger to approve the January manual checks in the amount of \$84,998.03. Motion passed unanimously.
- 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 Mike Warren to adjourn the February 10, 2021 meeting at 8:35 p.m. Motion passed unanimously.

**Attested: Douglas K. Terry, TIFA Administrator, February 10, 2021**