

# City of Litchfield

## TIFA Meeting Minutes

March 14, 2018

### Call to order

**Chairman Ed Smith** called to order the regular meeting of the Litchfield TIFA at 7:00 p.m. on March 14, 2018 in Litchfield City Hall.

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

**Absent: Brendan Sanger**

**Others Present:** Michael Cooper, CEO, Independent Barley & Malt, Mark Schauer, Vice President, Independent Barley & Malt and Doug Terry, TIFA Administrator

**Minutes:** A motion was made by OR Smith and seconded by Don Failing to approve the minutes of the Regular TIFA Meeting held on February 14, 2018. Motion passed unanimously.

- I. **Balance Sheet and Revenue & Expenditure Statements:** After board review, a motion was made by Mike Warren and seconded by OR Smith to accept and place on file the February Balance Sheet & Revenue Report. Motion passed unanimously.
  
- II. **Independent Barley & Malt Report:** Mr. Michael Cooper, CEO of Independent Barley & Malt (IB & M) presented the TIFA Board with a report on the progress and efforts in redeveloping the property on Herring Rd. Mr. Cooper presented a map overlay illustrating the proposed use and demolition of the former power plant facility. Mr. Copper went on to explain the importance of developing another energy generator and supplier. He stated that economical electricity on site along with processing waters was a critical component of producing a consistent agricultural product. He also stated that other manufacturers in the industrial park could also benefit from these same products. Mark Schauer discussed the different phases of the

project and the land and building uses for the future. Michael Cooper explained his concern about drainage and water flow as it relates to the St Joe River and drainage. He explained that he envisioned part of the TIFA property contiguous to the power plant property should be configured for storm-water mitigation. Mr. Cooper also discussed their long range plans for CNG storage and retail fueling services. Michael Cooper also informed the TIFA Board members of the interest in the golf course. Mr. Cooper stated that Independent Barley & Malt (IB & M) along with the owners of the Gull Lake Golf Resort would like to include the golf course as a marketing tool to promote Litchfield and Independent Barley & Malt. IB & M are hoping to have a grand opening sometime in July. Mr. Cooper stated that IB & M is committed to making Litchfield a show place for IB & M.

- III. **Golf Course Roof:** Doug Terry informed the TIFA Board Members that the golf course club house was experiencing a tremendous amount of roof leaks due to the large amount of recent rains and age and condition of the roof. Mr. Terry provided proposals from Bremen Roof Company and Stoll's Construction. Discussion then ensued concerning receiving a price from other contractors such as Jeff Rossman. Matt Wolfinger stated that he has been very pleased with Jeff Rossman. Don Failing agreed. By consensus, the TIFA Board want Doug Terry to receive another proposal prior to making a final decision in this matter. Mike Warren stated that roofs only have a limited life and do need to be replaced periodically. TIFA would be willing to meet on March 21, if more information will be made available by then.
- IV. **Golf Course Fees for the 2018 Season:** The City Staff presented a written recommendation of proposed fees for the 2018 golf season. The fees are recommended to remain the same as the 2017 season fees. A motion was made by OR Smith and seconded by Don Failing to adopt the same fee schedule as the 2017 season. Motion passed unanimously.
- V. **City Manager Report:** Doug Terry reported that the City of Litchfield was preparing a Michigan DNR Recreation Grant application for funds to rebuild the municipal swimming pool. Because of the grant category and dollar match requirement, Terry explained that the grant requirements include a equal dollar amount. This left a \$30,000 shortage in local match. Terry requested that the

TIFA Board consider a loan to help meet the grant requirements. A motion was made Don Failing and seconded by Bill Nobles to loan the City of Litchfield \$30,000 in the event the city is successful in retrieving a Michigan DNR grant for the for the purpose of reconstructing the pool. Motion passed unanimously.

**VI. Bills for Approval:** A motion was made by Don Failing and seconded by OR Smith to approve the March bills in the amount \$8,681.12. Motion passed unanimously.

**VII. Manual Checks:** None

**VIII. TIFA 2017-2018 Budget Amendments:** After brief discussion, a motion was made by Don Failing and seconded by OR Smith to approve the proposed budget amendments as presented. Motion passed unanimously.

Chairman Ed Smith presented a draft of the 2018-2019 proposed TIFA Budget.

**Adjournment:** A motion was made by Don Failing and seconded by Bill Nobles to adjourn the March 14, 2018 meeting at 9:30 p.m. Motion passed unanimously.

**Attested: Douglas K. Terry, TIFA Administrator, March 14, 2018**