

City of Litchfield
TIFA Meeting Minutes
March 8, 2017

Call to order

Chairman Ed Smith called to order the regular meeting of the Litchfield TIFA at 7:00 p.m. on March 8, 2017 in Litchfield City Hall.

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

Absent: None

Others Present: Allen Blonde, Jack Smith, Andy Reynolds, and Doug Terry - TIFA Administrator

Minutes: A motion was made by Failing and seconded by Nobles to approve the minutes of the Regular TIFA Meeting held on February 8, 2017. Motion passed unanimously.

- I. **Balance Sheet and Revenue & Expenditure Statements:** After board review, a motion was made by Warren and seconded by Winchell to accept and place on file the March Balance Sheet & Revenue Report. Motion passed unanimously.

- II. **Golf Course Discussion:** Mr. Jack Smith gave a brief report on his efforts to find a possible owner/operator of Litchfield Greens. Mr. Smith then introduced Mr. Allen Blonde of Litchfield to the TIFA Board. Mr. Blonde told the board that he has served as the official greens-keeper at The Medalist Golf Course near Marshall and is very interested in working with the TIFA Board in an arrangement to own and operate Litchfield Greens. He further stated that he is very interested in a discussion for a lease/purchase agreement and to assess the building needs and repairs. He stated there are many options to explore. Mike Warren asked about his idea about staffing. Mr. Blonde stated that because of his current position, he has access to people that have a vast range of experience. Brendan Sanger asked Mr. Blonde about his thoughts on a down-payment. Mr. Smith informed the TIFA Board that this was an introductory meeting. He further stated that a committee of TIFA Board members should be formed to discuss detailed terms and financing arrangements. Discussion was also brought up about the non-golf course property. Another point the TIFA Board was concerned with was sustainability. The TIFA Board does not want to be in the golf course business. A motion was made by Mike Warren to have TIFA Chairman Ed Smith appoint a two person committee to negotiate the lease/sale of Litchfield Greens with Mr. Blonde. Motion seconded by Sanger. Motion passed. Ed Smith then asked for volunteers. Mike Warren and Don

Failing volunteered and were appointed. Reports from the committee would be made as negotiations developed.

- III. **Hawthorn Heights:** Jack Smith gave a report on the status of his efforts marketing Hawthorn Heights. Jack showed a copy of a proposed TV commercial that could be aired regionally. He also reported discussions with area realtors. The TV commercial would cost approximately \$300 to develop and about \$1,500 to air. The consensus of the TIFA Board was very supportive. Jack Smith is to proceed.
- IV. **Resolution Hi-Lex Property Sale:** The City Administration prepared and offered the TIFA Board a formal Resolution (2017-07) for review and approval concerning the details of the Hi-Lex Property sale and the incentives offered for the development of their new project. A motion was made by Failing and seconded by Sanger to approve the resolution. Motion passed unanimously.
- V. **Bills for Approval:** Don Failing requested that bills be submitted separately to distinguish the Litchfield Initiative from the Litchfield Greens and other TIFA bills. A motion was made by Failing and seconded by Sanger to pay the March bills in the amount of \$317,484.37. Motion passed unanimously.
- VI. **Manual Checks:** A motion was made by Sanger and seconded by Failing to approve the manual checks in the amount of \$50,690.00. Motion passed unanimously.
- VII. **City Manager Report:** Doug Terry reported on several topics including discussions with Hi-Lex concerning their expansion and Consumers Energy's need to increase voltage to the new expansion. Terry also asked the TIFA Board to consider a youth membership fee for Litchfield Greens. A motion was made by Mike Warren to include a youth membership fee of \$100 for the season, \$350 for the season with a cart, \$7 for nine holes of golf and \$12 for nine holes of golf with a cart. Motion was seconded by Failing. Motion passed.

Adjournment: A motion was made by Failing and seconded by Sanger to adjourn the March 8, 2017 meeting at 8:30 p.m. Motion passed unanimously.

Attested: Douglas K. Terry, TIFA Administrator, March 8, 2017