

City of Litchfield
TIFA Meeting Minutes
May 13, 2015

Call to order

Chairman Ed Smith called to order the regular meeting of the Litchfield TIFA at 7:00pm on May 13, 2015 in Litchfield City Hall.

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

Absent: Mike Warren

Others Present: Doug Terry TIFA Administrator

I. Public Comment None

II. Approval of minutes from previous meeting

Chairman Smith asked for approval of meeting minutes of March 11, 2015. Motion by Nobles, second by Failing to approve. Motion passed unanimously.

III. Balance Sheet and Revenue & Expenditure Statements

A motion by Winchell, and second by Nobles to approve April report and place on file. Motion passed unanimously.

IV. 2014 – 2015 Budget Amendments

A motion was made by Failing and seconded by Winchell to amend the 2014-2015 TIFA Budget. Motion passed unanimously.

V. City Manager Report

City Manager Terry informed the board of different activities involving economic development efforts.

VI. Investments A motion was made by Winchell and seconded by Failing to authorize the City Treasurer to make investments at the best interest rate available. Motion passed.

VII. Bills for Approval A motion was made by Failing, seconded by Nobles to approve bills in the amount of \$63,214.53 less \$360.38 because of a debt created by the previous owners of the golf course. Motion passed unanimously. Board member Failing requested City Manager Terry to pursue leasing the 31 tillable acres for farming. City Manager agreed.

VIII. Manual Checks A motion was made to approve the manual checks in the amount of \$43,030.72 by Nobles, seconded by Failing. Motion passed unanimously.

Board discussion and Update Chairman Smith asked the TIFA Board if they would still support and approve a \$2,250 contribution to the Litchfield Fire Department for a door enlargement. A motion was made by Winchell and seconded by Failing to make a contribution to Litchfield Fire Department with the requirement that Litchfield Township also match TIFA's contribution for a total cost of a \$4,500 project. Motion passed unanimously. Chairman Smith asked board members to help fund a housing market study for the former Litchfield Elementary School. The cost of the study would be \$3,150. City Manager Terry explained to the TIFA Board Members the aspects of the study. Chairman Smith felt that the elementary school could be converted into senior citizen housing which could be the best use for the building. After brief discussion, most board members felt that they did not want participate at this time. Chairman Smith and City Manager Terry gave the board a report on the golf course. Board members echoed their concerns over the expenses during April. A motion was made by Failing and seconded by Sanger to have the city administration to compile a detailed revenue, expense and equipment report on the golf course. Motion passed.

Adjournment A motion was made by Failing and seconded by Sanger to adjourn the May 13, 2015 meeting. Motion passed unanimously.

Attested: Douglas K. Terry, TIFA Administrator May 13, 2015