

**City of Litchfield**  
**TIFA Meeting Minutes**  
**June 8, 2016**

**Call to order**

**Chairman Ed Smith** called to order the regular meeting of the **Litchfield TIFA at 7:00 p.m. on June 8, 2016 in Litchfield City Hall.**

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

**Absent: Mike Warren and Brendan Sanger**

**Others Present:** Jack Smith, DDA Chairperson, Tony Langhann, DPW Superintendent, Doug Terry, TIFA Administrator

**Minutes:** A motion was made by Nobles and seconded by Winchell to approve the minutes of the Regular TIFA Meeting held on May 11, 2016. Motion passed unanimously.

- I. **Balance Sheet and Revenue & Expenditure Statements:** After board review, a motion was made by Winchell and seconded by Nobles to accept and place on file the June Balance Sheet & Revenue Report. Motion passed unanimously.
  
- II. **DDA Request:** Mr. Jack Smith Chairperson of the Litchfield DDA presented a proposed project within the Litchfield Downtown to the TIFA Board. Mr. Smith explained that a viable purchaser of the large building located at 100 Marshall Street is willing to fix-up the building and also create a retail flooring business. Mr. Smith is working to create a revolving loan program to assist in gap financing. The money would only be used for new acquirement and not operating within the DDA District. After some questions and discussion, a motion was made by Nobles and seconded by Winchell to grant the DDA \$25,000 for the purpose of creating a revolving loan for the DDA. Those for the motion: Smith, Winchell, and Nobles. Those against the motion: Failing. Motion passed.

- III. Budget Amendments:** TIFA Administrator Doug Terry offered for TIFA Board review the recommended budget amendments for the 2015-2016 Fiscal Year. Motion was made by Failing and seconded by Winchell to approve the budget amendments as presented. Motion passed unanimously.
- IV. Litchfield Greens – Irrigation Pump Request:** Mr. Tony Langhann, DPW Director explained to the TIFA Board that the irrigation pump had failed last month and that we were currently using a rental pump from a company in Lansing. However he has located a used pump for \$4,500.00 in Indiana that would more than meet the golf course irrigation needs. A motion was made by Failing and seconded by Nobles to authorize Mr. Langhann to purchase the pump and motor upon inspection and demonstration. Motion passed unanimously.
- V. Bills for Approval:** A motion was made by Failing and seconded by Winchell to pay the June bills in the amount of \$36,047.89. Motion passed unanimously.
- VI. Manual Checks:** There were no manual checks for May.
- VII. Library Discussion:** Chairperson Smith asked the TIFA Board members what their thoughts were concerning setting an amount for a future Litchfield Library contribution. After much discussion, it was the consensus of the TIFA Board to wait until a formal request from the Library Board is received and will be discussed among all TIFA Board members at that time
- VIII. City Manager Report:** Doug Terry informed the TIFA Board Members about proposed city projects which included street paving; Gonzalez liquidation and Golf Course progress.

**Adjournment:** A motion was made by Failing and seconded by Winchell to adjourn the June 8, 2016 meeting at 8:15 p.m. Motion passed unanimously.

**Attested: Douglas K. Terry, TIFA Administrator, June 8, 2016**