

**City of Litchfield**  
**TIFA Meeting Minutes**  
May 11, 2016

**Call to order**

Chairman Ed Smith called to order the regular meeting of the Litchfield TIFA at 7:00 p.m. on May 11, 2016 in Litchfield City Hall.

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

**Absent: Don Failing**

**Others Present:** Doug Terry, TIFA Administrator, Christina Burger, Golf Course Manager

**Minutes:** A motion was made by Failing and seconded by Nobles to approve the minutes of the Regular TIFA Meeting held on April 13, 2016. 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 May Balance Sheet & Revenue Report. Motion passed unanimously.
- II. **Sweet Corn Days Financial Participation:** The TIFA Board reviewed the proposed brochure and fireworks request from the Litchfield Sweet Corn Days Committee. A motion was made by Warren and seconded by Winchell to approve the financial participation of \$4,400.00 for the Sweet Corn Days activities. Motion passed unanimously.
- III. **Litchfield Football Golf Scramble:** A written request from the Litchfield Community Schools Varsity Football Coach Curtis Lennard to host a golf outing at Litchfield Greens preferably on July 9, 2016. A motion was made by Nobles and seconded by Sanger to allow the Litchfield Football staff to conduct a golf scramble as a fundraiser for the football program. Motion passed unanimously.

- IV. Litchfield Greens –Thursday Night League Request:** The Thursday Night Golf League is seeking permission to conduct a “Fun Night” on Saturday, September 10, 2016 from 12 noon to 6:00 pm which would require closing the golf course to the general public during that time frame. Many TIFA members were concerned about closing the golf course on a Saturday during that time because of potential sales loss. A motion was made by Nobles and seconded by Winchell to table the request pending more information. Motion passed unanimously.
- V. Golf Course Discussion:** Doug Terry presented the TIFA Board members with a proposal from the Hillsdale Chamber of Commerce to advertise in the Hillsdale Guide. After some discussion a motion was made by Nobles and seconded by Winchell to purchase a quarter page ad for \$210 for advertising Litchfield Greens in the Hillsdale Guide. Motion passed unanimously. Doug Terry introduced Ms. Christina Burger the new Litchfield Greens Golf Course Manger to the TIFA board members. Doug Terry presented the TIFA board members with a possible concept of providing a discount golf rate to military veterans. Board members felt it was worth future consideration but needed more information to study.
- VI. Bills for Approval:** A motion was made by Warren and seconded by Winchell to pay the May bills in the amount of \$16,277.90. Motion passed unanimously.
- VII. Manual Checks:** A motion was made by Warren and seconded by Winchell to approve the manual checks in the amount of \$782.00. Motion passed unanimously.
- VIII. City Manager Report:** Doug Terry had several discussion items he sought board advice on. Terry had reported on the status of the Gonzalez Group wind-down plan. Sanger suggested that the TIFA Board should act more conservatively with situations like the Gonzalez Group. Ed Smith responded that the Gonzalez Group is the first default the Litchfield TIFA has ever experienced. Terry gave a brief update on the power plant and the proposed agreement for building houses in Hawthorn Heights. Terry asked the TIFA Board to consider allowing Bill Nobles to be compensated at a salary for \$12,000 a year and would be supervised by Terry. All board members expressed their thanks to Bill for developing a successful program

which complements our industrial park. A motion was made by Winchell and seconded by Smith to formally appoint Bill Nobles as Executive Director at a salary of \$12,000 per year reporting to the City Manager. Those for the motion: Warren, Winchell, and Smith. Sanger refused to vote with Nobles abstaining. Motion passed.

**Adjournment:** A motion was made by Sanger and seconded by Nobles to adjourn the May 11, 2016 meeting at 9:25 p.m. Motion passed unanimously.

**Attested: Douglas K. Terry, TIFA Administrator, May 11, 2016**

