

**City of Litchfield**  
**TIFA Meeting Minutes**

November 13, 2013

**I. Call to order**

**Chairman Ed Smith** called to order the regular meeting of the **Litchfield TIFA** at 7:00pm on **November 13, 2013** in **Litchfield City Hall**.

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

**Absent: Mike Warren**

**III. Approval of minutes from last meeting**

Motion to approve the minutes from the last meeting- October 9, 2013. Motion by Failing, Second by Winchell. The minutes were approved as presented.

**IV. Approval of Balance Sheet and Finances**

Motion to approve October 2013 Balance Sheet and Expenditures: Motion by Winchell second by Failing; Motion passed.

**V. New business**

Chairman Smith reported on a possible Tenneco expansion in the industrial park. Chairman Smith was approached by a Tenneco representative that the Litchfield Tenneco staff would be bidding on a corporate Tenneco project that was significant in size. Tenneco's existing facility is very limited on expansion potential and that they could be very interested in developing the new spec building on Simpson Drive. They stated that the expansion could involve expanding the spec building from 20,000 square feet to 100,000 square feet. Chairman Smith went on to inform the board members of different cost alternatives for lease and purchase. Roger Winchell suggested that we also look at developing the property south of Hearing Road for possible expansion. After much discussion concerning proposal scenarios, board members felt that chairman Smith and City Manager Doug Terry should pursue different options with Tenneco.

**Bills for Approval.** A motion was made by Failing and seconded by Nobles to approve the payment of bills in the amount of \$8,743.25. Motion passed unanimously.

**City Manager Report.** City Manager Terry asked the board to discuss a proposal to list Hawthorne Heights lots for sale. After brief discussion and with board consensus to allow City Manager Terry to make arrangements to

list the vacant properties to be listed with Caldwell-Banker Realty for six (6) months with review. City Manager Terry also informed the board on the efforts of the Hillsdale Economic Partnership (EDP) to pursue federal funds through the Economic Development Administration (EDA) for the purpose of developing a medical clinic to benefit the industrial park and city residents. A motion was made by Sanger and seconded by Nobles to direct staff to work with EDP to pursue a grant with a match of \$500,000 for a medical facility. Motion passed unanimously. City Manager Terry gave a brief report on the near completion of city hall improvements.

**Adjournment:** Motion by Failing, seconded by Sanger to Adjourn. Motion Passed unanimously.

**Attested:** Douglas K. Terry November 13, 2013