

SPECIAL DDA MINUTES

April 21, 2021

5:00 p.m.

Jack Smith called the meeting to order at 5:07 p.m. This meeting was held in-person and with the option for guests to call in via phone conference call.

Present: Chairman Jack Smith, Mayor O.R. Smith, Teresa Bonifield, and Jessica Bills

Absent: Ed Smith and Tom Sawdey

Also Present: John Jackson – McKenna AICP President, Danielle Bouchard – McKenna Associate Planner, Jill Barrett – Treasurer/Finance Director, Doug Terry – City Manager, and Susan Ballinger – City Clerk

Call to Public – None

Approval of Minutes – O.R. Smith moved to approve the minutes of the March 17, 2021 Regular Meeting, seconded by Jessica Bills. Motion carried.

Approval of Balance Sheet and Revenue & Expenditure Report – O.R. Smith moved to approve the March 2021 financial reports as presented, seconded by Jack Smith. Motion carried.

Bills for Approval – O.R. moved to approval the bills for an amount of \$1,353.70 and charge to the proper accounts, supported by Teresa Bonifield. Motion carried.

Discussion: Doug informed the board members that he and McKenna representatives did a walk through the entire town of Litchfield.

Mr. Jackson of McKenna stated that after their walk through the city they feel they saw opportunities for infield development as well as shoring up the existing buildings. The city needs to get those existing buildings filled and in order to do that there needs to be some investment into those buildings. That would be a DDA project to make funds available to get those buildings renovated and ready to be occupied. It's a challenge and a barrier for the existing property owners and would be highly beneficial. Beyond that, he feels there is a lot of unutilized property in and around the DDA that could be either reused or redeveloped to provide workforce housing which would be beneficial for the community. Currently, all the housing is occupied and when you get businesses here people are forced to live outside the community. McKenna feels that finding an opportunity to find housing will benefit the city's overall economic position and ability to attracting businesses and investments throughout the community including the TIFA area. Also, housing can take a lot of different forms. They saw sites for townhouses, mixed used and existing buildings that could be improved and occupied. Based on their preliminary market study, there is demand based on the full-time population of the community, based on the daytime population of the industrial district that could support more uses to fill the spaces in the downtown. There is opportunity for restaurant space in the downtown that could be utilized. To answer the board's

question on whether the DDA should establish a TIF district, Mr. Jackson let Danielle speak on that.

Danielle Bouchard handed out an information sheet showing what the projected revenue could possibly be if a TIF district was created within the DDA. Mr. Jackson also talked about the county's involvement with a TIF district and maybe they would contribute their increment towards the DDA projects. Maybe we need to present it to the county with a list of redevelopment projects. Danielle Bouchard also informed board members about the projected TIF revenue that could be generated if there were a TIF district within the DDA district. Board members discussed the pros/cons of a TIF district.

O.R. Smith moved to have McKenna & Associates create two resolutions one to establish a TIF district and a second resolution for a contract between the DDA and the City with a \$6,000 per year contribution from the City's general fund up to the point until the newly established TIF district is collecting the amount of \$6,000 on its own through TIF collections, supported by Teresa Bonifield. Motion carried.

Jessica Bills asked if City Council approves to move forward with TIF District in the downtown what is our next steps to move forward. Mr. Jackson informed board members of the next series of steps that would be required to move forward if resolutions approved by City Council, which would include reaching out to the county.

Adjourn – O.R. Smith moved to adjourn at 5:55p.m., seconded by Jack Smith. Motion carried.