

REGULAR DDA MINUTES

November 18, 2015

5:00 PM

Jack Smith called the meeting to order at 5:01 p.m.

Present: Chairman Jack Smith, Ed Smith, Tom Sawdey, Robin Meyers and Teresa Bonifield

Absent: Jessica Bills and Amy Gillis

Also Present: City Manager - Doug Terry, Deputy Clerk - Lauren Skelly

Approval of Minutes -- Ed moved to approve the minutes of the September 23, 2015 Regular Meeting, supported by Tom. Motion carried.

Approval of Balance Sheet and Revenue & Expenditure Report -- Tom moved to approve the Treasurer's Report in the amount of \$9,778.94 supported by Teresa. Motion carried.

Call to Public: None

Unfinished Business:

Update on Restaurants -- The Litchfield Diner is being leased for two years with the option to buy-out at the end of the contract. Mr. Dora, the leaser, has shown interest in updating the awning and is to get Mr. Dunn, the owner, to apply for a façade grant.

Update Golf Course -- There are two prospective buyers for the golf course. No offers have been made at this time.

Update on Old School Building -- Discussion was held regarding the MSHDA (Michigan State Housing Development Authority) housing study and the need for housing in Litchfield. Doug Terry, City Manager, reported that he has been in contact with Mr. Sam Thomas, developer, and Mr. Thomas is still very interested in working with Litchfield. Jack Smith stated he is concerned that Mr. Thomas is not complying with our requests regarding a letter stating the costs and issues he has for working with the old elementary building. Jack feels that if Mr. Thomas could provide a cost, there could be alternative ways of helping with the cost.

Litchfield Outdoors Awning Removal Proposal -- Jack stated that he has talked to Dave & Candy Tefft and they would like to propose removing the awning and replacing it with two signs. Lauren Skelly, Deputy Clerk, stated that due to the amount, they will have to file for a façade grant rather than the mini grant they filed. Ed moved to approve their request, pending the application, to pay 50% of cost not to exceed \$750, supported by Tom. Motion carried.

Suggestions for Marketing the Downtown Area – Jack stated that he would like to get a proposal from Fritz Signs to determine the costs of repainting the “Welcome to Litchfield” signs. He also stated that Lauren Skelly is working on a brochure.

Bills for Approval – None

Manual Checks – None

Adjourn – Teresa moved to adjourn at 5:40 p.m., supported by Tom.

Respectfully submitted,
Lauren Skelly, Deputy Clerk