

**REGULAR DDA MINUTES**  
**September 16, 2020**  
**5:00 p.m.**

Jack Smith called the meeting to order at 5:02 p.m. This meeting was held via telephone conference.

**Present:** Chairman Jack Smith, Ed Smith, Mayor O.R. Smith, and Jessica Bills

**Absent:** Tom Sawdey and Teresa Bonifield

**Also Present:** Lauren Skelly – City of Litchfield Deputy Clerk/Treasurer

**Call to Public** – None

**Approval of Minutes** – O.R. Smith moved to approve the minutes of the July 15, 2020 Regular Meeting, seconded by Jessica Bills. Roll call vote – 4 Yea’s 0 Nay’s 2 Absent. Motion carried.

Jessica Bills moved to approve the minutes of the August 26, 2020 Special Meeting, seconded by Ed Smith. Roll call vote – 4 Yea’s 0 Nay’s 2 Absent. Motion carried.

**Approval of Balance Sheet and Revenue & Expenditure Report** – O.R. Smith moved to approve the financial reports as presented, seconded by Jessica Bills. Roll call vote – 4 Yea’s 0 Nay’s 2 Absent. Motion carried.

**Manual Checks** – O.R. Smith moved to approve the manual check to Lee Packer for the Kleen Wheels Mini Grant in the amount of \$473.38, seconded by Jessica Bills. Roll call vote – 4 Yea’s 0 Nay’s 2 Absent. Motion carried.

**Music in the Park** – Deputy Clerk/Treasurer Lauren Skelly addressed the board regarding a request given to City Council at their meeting on September 15, 2020. A request was made by Ken and Teresa Bonifield to have the City sponsor multiple concerts in the park. Mr. & Mrs. Bonifield asked City Council for permission to use the downtown park and to pay for the musicians. At the City Council meeting, it was decided to give Mr. & Mrs. Bonifield permission to use the park but, the City would not be sponsoring the music. At the Council meeting a suggestion was made that maybe the DDA would be interested in sponsoring the music. After discussion amongst the DDA board, it was felt that under normal circumstances the DDA would be willing to sponsor the events, however, there were many concerns from board members about the health and safety of the City’s residents, whether the event could be held while complying with the State’s restrictions, and if any incompliance could be held against the City or the DDA. Chairman Smith stated he would like to talk to Teresa Bonifield and get more information. A motion was made by O.R. Smith to table the discussion until Jack Smith has talked to Teresa Bonifield, and if necessary, hold a special meeting, seconded by Jessica Bills. Roll call vote – 4 Yea’s 0 Nay’s 2 Absent. Motion carried.

**Update on Wayne Gamble’s Façade Grant** – Chairman Jack Smith updated the board on Wayne Gamble’s Façade Grant. Discussion was held about Mr. Gamble getting another Revolving Loan

to help complete the work on his downtown business. If interested, Mr. Gamble needs to submit a Revolving Loan Fund Application.

**Adjourn** – Jessica Bills left the meeting at 5:23 p.m. Deputy Clerk/Treasurer Lauren Skelly informed the board that there was no longer a quorum and the meeting was adjourned.