

REGULAR DDA MINUTES
May 19, 2021
5:00 p.m.

Jack Smith called the meeting to order at 5:03 p.m. This meeting was held in person at the Litchfield City Council Chambers.

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

Absent: Ed Smith and Tom Sawdey

Also Present: Jill Barrett – Treasurer/Finance Director, Doug Terry – City Manager, and Lauren Skelly – Deputy Clerk/Treasurer

Call to Public – None

Approval of Minutes – O.R. Smith moved to approve the minutes of the April 21, 2021 Special Meeting, seconded by Jessica Bills. Motion carried.

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

Bi-Annual Public Information Meeting – Discuss Goals and Projects – Chairman Smith opened the public hearing at 5:05 p.m. Discussion was held regarding recent projects that the DDA has completed and current projects ongoing. These projects include: Covid-19 relief grants to downtown businesses; updating the DDA’s development plan; establishing a TIF district; and created a resolution for City Council that conditions revenues for the DDA. Chairman Smith closed the public hearing at 5:07 p.m.

Discussion – Discussion was held regarding the City’s welcome signs at the City’s limits. City Manager Doug Terry stated that the City’s administration will look into restoring the signs.

Chairman Jack Smith gave an update on Madigan’s. He stated that he spoke with the bar owner, William Trine, and that Mr. Trine might need funding later this fall. Discussion was held about the need to request additional funds from the City’s TIFA to add to the DDA’s Revolving Loan Fund. It was the consensus of the board to wait to request funds until they are needed.

Discussion was held regarding fund availability for the McKenna agreement. City Treasurer Jill Barrett spoke about a donation being received in the amount of \$5,000.00. Chairman Smith stated that further donations will be made to cover the costs of the agreement.

City Manager Doug Terry gave an update on the road work that has begun downtown. MDOT will be updating selected curbs and entrance ramps downtown and crackfilling the roadway. City Manager Doug Terry stated that the handicap ramps will be replaced but they will not be updated to the new ADA (American Disabilities Act) requirements.

City Manager Doug Terry reported that a residential home within the DDA's boundaries had caught fire. He stated that the City's administration will reach out to the homeowners to discuss their intent for the home. Discussion was held about future steps if the homeowners do not repair the home.

City Manager Doug Terry questioned where the DDA stood with McKenna updating the Development Plan; he asked if there was any need for his involvement at this time. Chairman Smith stated that he would reach out to John Jackson to see what they need.

Bills for Approval – O.R. Smith moved to approve the check to The Homer Index in the amount of \$60.00, seconded by Teresa Bonifield. Motion carried.

Adjourn – O.R. Smith moved to adjourn at 5:37 p.m., seconded by Teresa Bonifield. Motion carried.