

**REGULAR DDA MINUTES**  
**January 23, 2013**  
**5:00 PM**

Jack Smith called the meeting to order at 5:00 PM.

**Present:** Chairman Jack Smith, Ed Smith, Teresa Bonifield, Jessica Bills, Mary Stanton and Tom Sawdey.

**Absent:** Cindy Paletis

**Also Present:** Manager, Douglas Terry and Clerk, Susan Ballinger

**Approval of Minutes** –Ed moved to approve the minutes of the November 28, 2012 Regular Meeting, supported by Jessica. Motion Carried.

**Treasurer's Report** – Tom moved to approve the Treasurer's Report in the amount of 3,150.58 seconded by Mary. Motion Carried.

**Unfinished Business:**

Hawthorne Heights – Manager, Terry informed the board that Fritz Advertising is constructing three signs that will display lots for sale/sold in Hawthorne Heights. Manager, Terry has also spoke with Adams Sign Company regarding the bill board by Well's Equipment. The Adams Company will be giving us a price for the use of their bill board at a later date. Manager, Terry stated that there will be a Welcome to Litchfield sign placed by the City Limits gas station.

Nursing Home – Ed stated that there has been a bid offered for the nursing home. Manager, Terry stated that the building is not owned by the city other than the zoning the city doesn't have a lot to say, however, an attorney shall review our zoning ordinance to see if what the group is wanting to use the building for is compatible with our zoning.

**New Business:**

Kasy's Restaurant – Jack stated that there have been two offers to purchase Kasy's Restaurant. The new owner should have the restaurant by February or March.

Dairy Queen – Jack stated that the Dairy Queen has sold and the new owners are looking for some assistance for new signs. Clerk, Ballinger stated that the new owners are the Gillis family from Homer.

Mini Grant Program – Downtown Area – Jack and the board discussed a new program promoting new signs, painting, and awning clean up for the downtown businesses. After some discussion amongst the board it was decided to create a “Spring Spruce Up Mini Grant” to be available for the DDA business district for the months March, April, and May. A letter is to be mailed to all downtown businesses with details of the grant. Tom moved to allow a Spring Spruce Up Mini Facade Grant Program for businesses within the DDA District for a total program amount not to exceed \$3,000.00 and grant up to \$500.00 per project, seconded by Teresa. Motion Carried

Marketing Downtown – Jack asked what we can do as a board to market the downtown area at Light House Village. Ed stated that Light House has an advertising pamphlet that Tifa uses to advertise it’s a map of their park and on the back are advertisements. Tom stated he advertises his business through a newspaper and it has worked well. Jessica asked if there any signs when entering the park that are available for advertising. Jack stated he wasn’t sure but there is a place to put brochures. Jack stated he would contact and get some more information on the park.

**Bills for Approval –**

**Adjourn** – Teresa moved to adjourn at 5:45pm, supported by Jessica. Motion carried.

Respectfully submitted,  
Susan Ballinger, Clerk