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**Village of Oxford  
Downtown Development Authority  
Meeting Minutes  
Monday, July 15, 2019 at 6:00 p.m.  
Council Chambers, Oxford Village Hall**

1. Meeting called to order at 6:00pm by Chairperson Scholz
2. Pledge of Allegiance
3. Roll Call: Rod Charles, Joe Frost, Nicole Ellsworth, Dorothy Johnston, Michelle Klein, Elgin Nichols, Sue Oles, Pete Scholz.
4. Public Comment on non-agenda items (3-minute limit): none
5. Consent Agenda:
  - a. Approval of proposed agenda: motion by Johnston to approve with Pape's change of item 8b from 2018-19 budget reports to M24 logo; second by Frost; vote 8-0.
  - b. Approval of 6/17/2019 regular meeting minutes: motion by Johnston; second by Frost; vote 8-0.
  - c. Approval of 7/8/2019 special meeting minutes: motion by Johnston; second by Nichols; vote 8-0.
  - d. Reports: motion by Nichols to receive and file Police report, Code Enforcement report, DPW report, Executive Director report, and Revenue-Expense report & Financial Statement; second by Johnston; vote 8-0.
6. Payment of bills
  - a. Motion by Nichols to pay July 2019 bills in the amount of \$17,483.61; second by Frost; roll call 8-0.
7. Unfinished/Old Business
  - a. M-24 Update: Final designs have been submitted. Design meeting August 2<sup>nd</sup> with MDOT. On schedule to start March/April 2020.
8. New Business
  - a. Required public meeting scheduling: TIF legislation regulations require two public meetings per year. Pape recommended scheduling these before the September and December regular meetings. Motion by Nichols to hold these information meetings with goals for the year; second by Ellsworth; vote 8-0.
  - b. M24 logo: Task Force recommends approval of the logo provided in packet for use during M24 project on all print and social media. Motion by Nichols to approve logo; second by Ellsworth; vote 8-0.
  - c. Sign grant for 29 S Washington: Hawaiian Shaved Ice is replacing their existing signs. Motion by Frost to approve \$1500 grant; second by Johnston; roll call vote 8-0.

- d. Professional Development/Economic Development: Goals and objectives should be to streamline redevelopment in downtown area, to include checking legal descriptions on all Village owned properties.
  - e. Items moved from consent agenda: none
9. Board Member Comments
- Frost: none
  - Nichols: none
  - Ellsworth: commended job on M24 logo
  - Dorothy: none
  - Oles: thanked Pape for moving forward with M24 project
  - Charles: thanked Pape for moving forward with M24 project
  - Scholz: Continue to remind everyone of M24 project
10. Extended Public Comment: none
11. Adjourn: Motion by Nichols to adjourn at 6:25pm; second by Johnston; vote 8-0.

Next DDA Board regular meeting: **Monday, August 19th, 2019 at 6:00 p.m.**