



**Village of Oxford**

**Downtown Development Authority 248-770-8587**

**Meeting Agenda**

**Monday July 20, 2020 at 7:00 p.m.**

**Zoom Online**

**Topic: DDA July board meeting**

**Time: Jul 20, 2020 07:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/84806468484>**

**Meeting ID: 848 0646 8484**

**One tap mobile**

**+13017158592,,84806468484# US (Germantown)**

**+13126266799,,84806468484# US (Chicago)**

**Dial by your location**

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**+1 929 205 6099 US (New York)**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**+1 669 900 6833 US (San Jose)**

**Meeting ID: 848 0646 8484**

**Find your local number: <https://us02web.zoom.us/u/kZRC42OGs>**

1. Call meeting to order
2. Pledge of Allegiance
3. Roll Call: Nicole Ellsworth, Dorothy Johnston, Pete Scholz, Sue Oles, , Rod Charles, Joe Frost, Dora Rolando, Justin Willcock, Laura Herfy, Jonathan Nold
4. Public Comment on non-agenda items (3-minute limit)
5. Consent Agenda:
  - a. Approval of proposed agenda
  - b. Approval of June 15, 2020 regular meeting minutes.
  - c. Approval of June Special meeting minutes
  - d. Village Reports
    1. Police Report
    2. Code enforcement report
    3. DPW report

*The Oxford Downtown Development Authority is dedicated to the promotion, development, and historic preservation of downtown Oxford.*



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6. Financials
    - a. Financial statements & revenue expenditure reports
    - b. Bills: July 2020
  7. DDA reports
    - a. Executive directors report
    - b. Communications report
    - c. Promotions committee report
    - d. Design Committee report
    - e. Economic Vitality committee report
    - f. Organization committee report
  8. Unfinished/Old Business
    - a. M-24 update
    - b. Burdick Street PUD
    - c. Board member recruitment
  9. New Business
    - a. Social District designation
    - b. Covid 19 Business recovery grants
    - c. Design committee membership
    - d. Items moved from consent agenda
  10. Board Member Comments
  11. Extended Public Comment
  12. Adjourn

Next DDA Board regular meeting: **Monday August 17, 2020 at 7:00 p.m.**

Meeting Rules:

1. Please address all comments to the chair
2. Please limit comments to three (3) minutes
3. Public comment is not a dialogue with the DDA board
4. Please respect these rules and other participants

*The Oxford Downtown Development Authority is dedicated to the promotion, development, and historic preservation of downtown Oxford.*



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**Village of Oxford  
Downtown Development Authority  
Meeting Minutes  
Monday, June 15, 2020 at 7:00 p.m.  
Online via Zoom**

1. Meeting called to order at 7:05pm by Chairperson Ellsworth
2. Pledge of Allegiance
3. Roll Call: Rod Charles, Nicole Ellsworth, Joe Frost, Laura Herfy, Dorothy Johnston, Sue Oles, Dora Rolando, Pete Scholz, Justin Willcock.  
Also in attendance: DDA Director Glenn Pape, Village Manager Joe Madore, Village Communications Liaison Nicole Edwards, and Jonathan Nold, Township Trustee
4. Public Comment on non-agenda items: none
5. Consent Agenda:
  - a. Motion by Scholz to approve the proposed agenda; second by Johnston; vote 9-0.
  - b. Motion by Johnston to receive and file the 5/18/2020 regular meeting minutes; second by Scholz; vote 9-0.
  - c. Motion by Johnston to receive and file the Police Report, Code Enforcement Report, and DPW Report; second by Scholz; vote 9-0.
6. Financials:
  - a. Motion by Johnston to receive and file the Financial Statement and Revenue Expenditure reports; second by Charles; vote 9-0. Expenditures down – deposit will be made this year into Fund Balance.
  - b. Motion by Scholz to pay June 2020 bills of \$7,015.62; second by Charles; roll call vote 9-0.
7. DDA Reports: Motion by Scholz to receive and file Executive Director's Report, Communications Report, Promotions Committee Report, Design Committee Report, Economic Vitality Committee Report, and Organization Committee Report; second by Willcock; vote 9-0.
8. Unfinished/Old Business:
  - a. M-24 Update: construction is in full detour mode; construction at Drahner is ahead of schedule; Pape is forwarding the MDOT meeting minutes to the DDA Board; video taping is still in progress; still on schedule for completion by mid-November; MDOT's plan is to only repave the official detour route after construction. Motion by Willcock to receive and file M-24 Update report; second by Johnston; vote 9-0.
  - b. Draft of DDA bylaws changes presented by Frost; DDA board members to increase from 9 to 12 in accordance with Village charter; includes addition of Township Trustee as voting member. Pape to check if local ordinance requires change to go to Village Council. Motion by Willcock to adopt the bylaws changes as amended to 13 total DDA board members (12 board plus Village President); second by Johnston; roll call vote 7-2. Motion by Frost to dissolve the Bylaws Committee; second by Johnston; vote 9-0.



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9. New Business:

- a. Use of public space for sales & dining: Village Manager Joe Madore explained the temporary expansion of outdoor sales and seating passed by Village Council due to COVID capacity limits. Motion by Scholz to receive and file; second by Herfy, vote 9-0.
- b. Love Oxford fundraiser grant process: The fundraising campaign thru Patronicity raised \$9,000-\$10,000, including the \$4,000 match by Main Street Oakland County. Pape suggested adding DDA funds to bring total to \$11,000-\$12,000. No response to suggestion. Motion by Scholz to distribute the \$9,100 raised as micro grants to businesses in the DDA district that were not funded from Oakland County Stabilization grants or PPA; second by Johnston; roll call vote 9-0. Motion by Scholz to create grant program (\$500 each) and scoring application and to distribute; second by Willcock; vote 9-0.
- c. Fridays with Friends retail promotion: new promotion developed by Sue Oles and Nicole Edwards. Motion by Frost to organize promotion in partnership with Chamber of Commerce with \$1,000 DDA budget; second by Oles, roll call vote 9-0.
- d. Items moved from consent agenda: none

10. Board Member Comments:

**Charles:** none

**Ellsworth:** Looking forward to Fridays with Friends; has spoken with Oxford Lakes HOA about food trucks in their neighborhood and their next event on 7/12 will include Oxford businesses.

**Frost:** DDA Board applications have been forwarded to current Board members.

**Herfy:** none

**Johnston:** Thanks to Frost and Edwards for work on recent video to promote small business grants.

**Oles:** Lengthy meeting by a lot accomplished.

**Rolando:** Friday with Friends looks fun and has lots of participation.

**Scholz:** none

**Willcock:** none

11. Extended Public Comment:

Sue Bossardet: Motion made for update of bylaws did not include Township trustee as a member (Article 3, section 1 left out). Pape will review recording of meeting.

12. Motion by Scholz to adjourn meeting at 9:14p.m.; second by Johnston; vote 9-0.

Next DDA Board regular meeting: **Monday, July 20, 2020 at 7:00 p.m.**



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**Village of Oxford  
Downtown Development Authority  
Meeting Minutes  
Monday, June 29, 2020 at 1:00 p.m.  
Online via Zoom**

1. Meeting called to order at 1:03pm by Secretary Willcock
2. Pledge of Allegiance
3. Roll Call: Rod Charles, Joe Frost, Laura Herfy, Pete Scholz, Justin Willcock, Dora Rolando.  
Also in attendance: DDA Director Glenn Pape, Ann Cowan, Allison Kemp
4. Public Comment on non-agenda items: Ann Cowan spoke about Bob Marshall Band appearing at Concerts. Allison Kemp also spoke about Bob Marshall Band appearing and spoke about safety concerns at concerts.
5. Approval of proposed Agenda:
  - a. Motion by Willcock to approve the proposed agenda; second by Frost; vote 6-0.
6. Unfinished/Old Business:
  - a. Burdick Street PUD agreement extension. Motion by Charles, seconded by Willcock to extend the PUD agreement deadlines to August 15, 2020. Vote 6-0
7. Board Member Comments:

**Charles:** keep board in the loop on this project  
**Frost:** none  
**Herfy:** none  
**Rolando:** none  
**Scholz:** none  
**Willcock:** none
8. Extended Public Comment: none
9. Motion by Willcock to adjourn meeting at 1:35p.m.; second by Frost; vote 6-0.

Next DDA Board regular meeting: **Monday, July 20, 2020 at 7:00 p.m.**

# OXFORD VILLAGE POLICE DEPT.

## POLICE CHIEFS REPORT

2020-June

Micheal D. Solwold-Chief

	MONTH	YEAR TO DATE				
		June 2020	June 2019	CHG	2020	2019
CALLS FOR SERVICE	689	421	268	2817	2960	-143
CITATION/WARNING	482	381	101	2245	2544	-299
ACCIDENTS	5	5	0	33	44	-11
	POSITION	#				
	CHIEF	1				
	OFFICERS/FT	4				
	OFFICERS/PT	4				
	Service Aid	2				
	Cmv enf	1				
	Parking Enf	2				
	Reserves	14				
	<b>TOTAL</b>	<b>26</b>				

<b>June 2020</b>		<b>WASHINGTON</b>	<b>GLASPIE</b>	<b>E BURDICK</b>	<b>LAKEVILLE</b>	<b>OXFORDLAKES</b>	<b>PONTIAC</b>	<b>W BURDICK</b>	<b>W OF 24</b>	<b>E OF 24</b>	<b>N W LOT</b>	<b>N E LOT</b>	<b>TOTALS</b>
speed		23	166	5	1	2	1	27		1			226
red light		24	6										30
stop sign						12	3		2	3			20
improper turns		14	12	13		2		8		1			50
seat belt													0
drivers licence violations		4	7	1		5		1	1	1			20
plate violations		8	5			4	1	3	1	1			23
insurance/registration		7	10	1	1	1		17		1			38
equipment		3	5	2	2	3		1		2			18
misc. violations		5	6	1		1		1	1				15
parking violations		1	3			1		2	3				10
fail to yield to emergency vehicle													0
commercial motor vehicle tickets		3	27			1			1				32
Location Totals		92	247	23	4	32	5	60	9	10			482

<b>Grand Total for the Month</b>	<b>482</b>
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# CODE ENFORCEMENT ACTIVITY REPORT

#1

Location / Address	Description	Date Opened	Date Revisited	Date Closed	Comments / Action Taken
57 Broadway	grass complaint received regarding long grass and fence collapsing to south	7/6/20			notice sent ASAP performance (older resident)
60 Glaspie		7/6/20			notice sent 72 hours on grass, two weeks on fence and unlicensed car have been working with Mgt. company. Grass down this date unknown who took it down
118 East	long term abandoned	7/6/20			have been working with Mgt. company. Grass down this date unknown who took it down
9 Glaspie	long term abandoned	7/6/20			unfounded. Already made safe by door removal
57 Broadway	report of fridge in driveway	7/6/20		7/6/20	notice sent 72 hrs. after delivery
4 Dayton	grass	7/6/20			notice sent 72 hrs. after delivery
129 S. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
99 S. Wash	grass	7/6/20			notice sent 72 hrs. after delivery
52 N. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
62 N. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
76 N. Wash.	grass	7/6/20			notice sent 72 hrs. after delivery
4 Dayton	grass	7/7/20			notice sent 96 hrs.
19 Stanton	grass				
E. Burdick at John Burt	removed 1 sign	7/7/20		7/7/20	
13 Jersey	junk pile of wood on Park St. side, grass to rear, trash at curb too early	7/13/20			notice sent
51 Pontiac	grass	7/13/20			notice sent
47 Park	grass	7/13/20			notice sent
32 Park	complaint of compost out to early	7/13/20			will speak to Mgr.
22 E. Burdick	grass	7/14/20			tagged 72 hours
42 Broadway	grass again	7/14/20			last written warning, further violations will result in penalty under IPMC
50 Broadway	grass R.O.W.	7/14/20			notice sent





**Small. Done right.**

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**Date:** July 20, 2020  
**To:** DDA Board Members  
**From:** Glenn Pape, *Executive Director*  
**Subject:** Executive Director Report | July 2020

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**Activity report:**

Continue to distribute Covid supplies to local businesses. Masks are currently in high demand due to current executive orders requiring masks while indoors.

Continue to attend MEDC webinars on their new business assistance tool Initiate. Will be bringing the program to the Economic Vitality committee at their next committee meeting. It comprises business assistance tools and resources as well as business start up tools.

Michigan Downtowns Association continues to have weekly meetings for managers for sharing of best practices responding to covid 19 and new legislation.

MEDC and Oakland County have both launched business recovery grants, see agenda item 9.b.

Public seating has expanded in our downtown. 10 new bistro sets have been placed behind businesses. This is in addition to the 5 old sets that have been out.

Detour directional signs for businesses should be up, and a large banner for M-24 is in progress.

Fridays are spent working on Fridays with Friends.

Item # 7.b

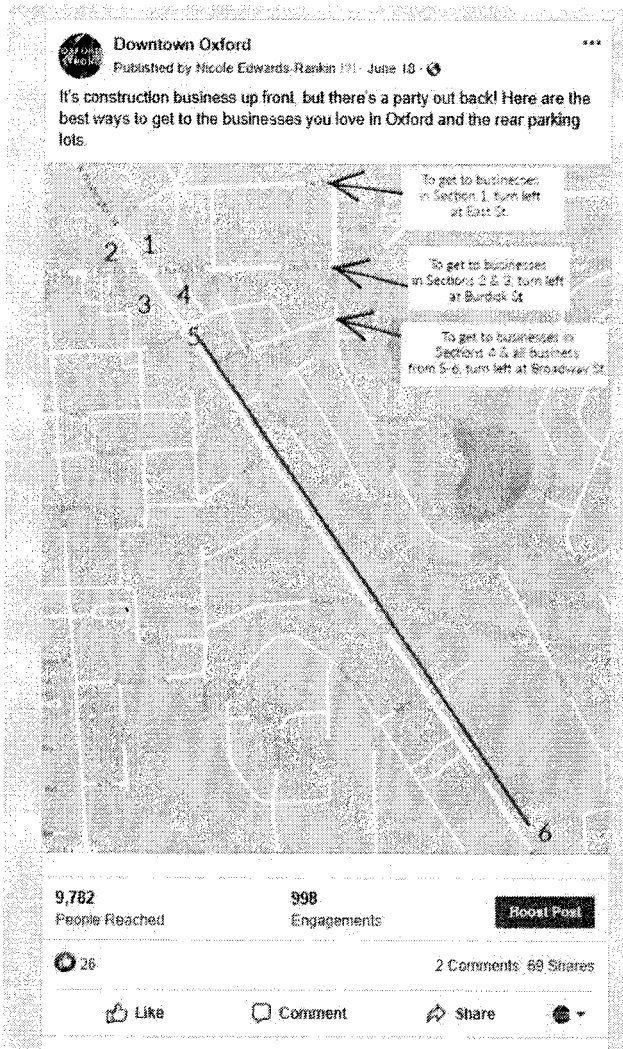
## Communications Report June/July 2020

### Social Media June 1 – July 15

Downtown Oxford FB Page 128 new likes, 127 new followers

Village FB Page 64 new likes, 145 new followers

**M-24 Communications** – Word on the Street continues to be posted weekly on Wednesdays and is shared to local forums. Directional map posted on FB was shared 69 times and reached 9,782 people.



Signs for businesses have been installed along the detour route.

**Design & Promotion**

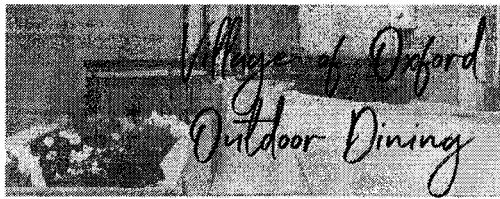


**Friday with Friends in Oxford** (Economic Vitality Committee) – Every Friday night 6/26-8/28 businesses open from 5-8. Encouraging people to come downtown. \$50 weekly raffle and FB promotions.



**Music in the Parks** (Promotions Committee) Design for print and social media, statement regarding cancelations

**Eased restrictions for Outdoor seating & signage handout**



**Eased Restrictions of Outdoor Seating at Restaurants**

*If your business is interested in expansion or addition of outdoor seating, the following options are now available until November 15, 2020*

**Outdoor Dining with Service on Private or Public Property**

1. Outdoor Dining Application must be pulled from Village Offices, fees for existing restaurants are being waived, and plans must be provided
2. All State Laws regarding safety measures and liquor control must be followed
3. Additional insurance may be required for use of public spaces
4. Adherence to Village of Oxford Zoning Ordinance Section 4.1.45 – Outdoor Cafes & Seating
5. Administrative Approval has been given to Village Manager, Joe Madore to fast track the process.

For questions or to start the process for your business, contact Village Manager, Joe Madore – [manager@thevillageofoxford.org](mailto:manager@thevillageofoxford.org)

**Outdoor Dining Available for Carryout Only – No Service**

Some tables and chairs have been placed in the Village, and additional sets are on order. These tables are available for the public to use, but restaurants are not allowed to offer service at these tables.

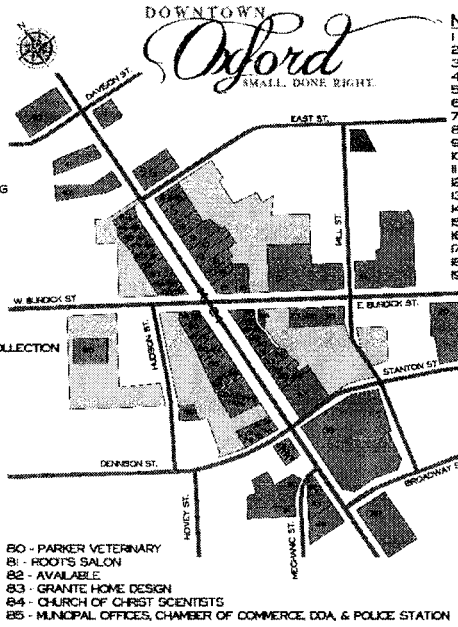
Creation of New Maps for Downtown District 1 with all businesses listed, 1 with retail & restaurants

**NORTHWEST QUADRANT**

- 40 - AVAILABLE
- 41 - PHILIP MAXWELL & ASSOC. PLLC
- 42 - UNCLE STUFF
- 43 - GREGORY GOSSK D.D.S.
- 44 - OXFORD PREGNANCY CENTER
- 45 - VENDETTIS PIZZA
- 46 - MARK A. YOUNG JEWELERS
- 47 - VILLA DE GOOCH SALON & SPA
- 48 - MEDBOOK
- 49 - CURTIS INSURANCE
- 50 - SULLIVAN'S PUBLIC HOUSE
- 51 - EDWARD JONES FINANCIAL PLANNING
- 52 - SISTERS HAIR CARE
- 53 - LOT AVAILABLE
- 54 - HEALTHY SMILE CENTER
- 55 - HUNTER CPA
- 56 - FUNKY MONKEY TOYS
- 57 - NE OAKLAND HISTORICAL MUSEUM

**SOUTHWEST QUADRANT**

- 58 - LAURA LEES SALON
- 59 - PATTERSON'S PHARMACY
- 60 - BOLLEVIARD BOUTIQUE & HOME COLLECTION
- 61 - AVAILABLE
- 62 - BLUE IVY
- 63 - 24TH ST TAVERN
- 64 - AVAILABLE
- 65 - CASA REAL
- 66 - THE OX BAR & GRILL
- 67 - BEAUMONT PARKSIDE MEDICAL
- 68 - AVAILABLE
- 69 - SHELDT FINANCIAL & SULLIVAN LAW
- 70 - APOTHECARY
- 71 - CHARM & COMPANY
- 72 - M KABOB
- 73 - 54 DINER
- 74 - RE/MAX DEFINED
- 75 - CLARKSTON MEDICAL GROUP
- 76 - CONFRER ENSIVE WINGS HEALTH
- 77 - AVAILABLE
- 78 - FUEL NUTRITION
- 79 - BRIAN BALANCE



**NORTHEAST QUADRANT**

- 1 - LAKELAND WATER CONDITIONING
- 2 - STEVES AUTO CLINIC
- 3 - THE OXFORD CHIROPRACTOR
- 4 - THE MAGIC BROWNE
- 5 - WOODCHIPS EXPRESS
- 6 - HARMON AUTO GLASS
- 7 - MAINSTREAM BOUTIQUE
- 8 - HONEGROWN BREWING COMPANY
- 9 - WILLIAMS ART GLASS & ANTIQUES
- 10 - AVAILABLE
- 11 - GRAVCAP BREWERY
- 12 - OXFORD COMMUNITY SCHOOLS
- 13 - JOHNSTON PHOTOGRAPHY
- 14 - COMING SOON
- 15 - RED KNAPPS AMERICAN GRILL
- 16 - KEE REALTY
- 17 - OXFORD UNITED METHODIST CHURCH
- 18 - BURDICK ST. LANDSCAPE
- 19 - MICHELLE'S HOME DECOR

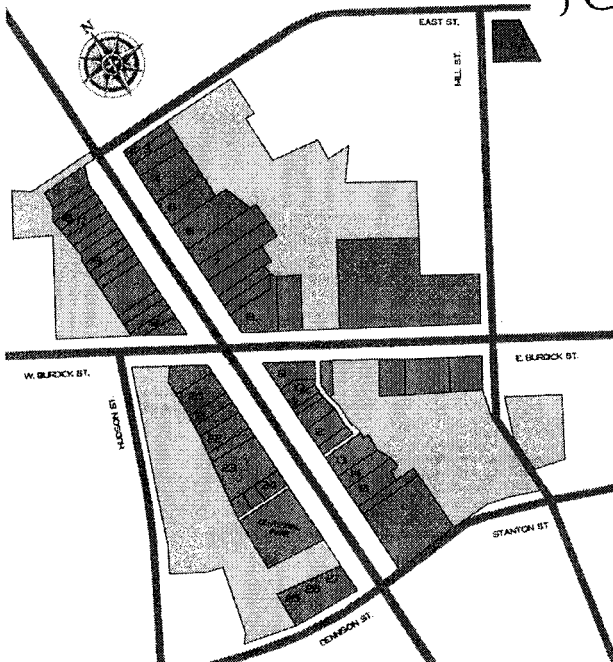
**SOUTHEAST QUADRANT**

- 20 - POST OFFICE
- 21 - COMING SOON
- 22 - AVAILABLE
- 23 -
- 24 - CREATIVE EMBROIDERY
- 25 - MODERN MARKETPLACE
- 26 - GREAT LAKES MERCANTILE
- 27 - VICTORIA'S WINE & DINE
- 28 - CRACKED MOBILE DEVICE REPAIR
- 29 - AVAILABLE
- 30 - COVERED WAGON SADDLERY
- 31 - LORIS PET PARADISE
- 32 - BARBER SHOP
- 33 - CAVEMAN & PP
- 34 - GOLDEN DRAGON
- 35 - OXFORD TAP
- 36 - VALOR SALON
- 37 - AVAILABLE
- 38 - OXFORD BANK
- 39 - CRITTENTON MEDICAL BUILDING

DOWNTOWNOXFORD.ORG

WHETHER IT BE FOR OUR UNIQUE RETAIL STORES,  
THE RENOWNED EATERIES, OR THE HOMETOWN CHARM,  
THERE IS SOMETHING FOR EVERYONE IN DOWNTOWN OXFORD.

WHETHER IT BE FOR OUR UNIQUE RETAIL STORES,  
THE RENOWNED EATERIES, OR THE HOMETOWN CHARM,  
THERE IS SOMETHING FOR EVERYONE IN DOWNTOWN OXFORD.



**EAST**

- 1 - MICHELLE'S HOME DECOR
- 2 - THE MAGIC BROWNE
- 3 - WOODCHIPS EXPRESS
- 4 - MAINSTREAM BOUTIQUE
- 5 - HONEGROWN BREWING COMPANY
- 6 - WILLIAMS ART GLASS & ANTIQUES
- 7 - GRAVCAP BREWERY
- 8 - RED KNAPPS AMERICAN GRILL
- 9 - MODERN MARKETPLACE
- 10 - GREAT LAKES MERCANTILE
- 11 - VICTORIA'S WINE & DINE
- 12 - COVERED WAGON SADDLERY
- 13 - CAVEMAN & PP
- 14 - GOLDEN DRAGON
- 15 - OXFORD TAP

**WEST**

- 16 - VENDETTIS PIZZA
- 17 - MARK A. YOUNG JEWELERS
- 18 - SULLIVAN'S PUBLIC HOUSE
- 19 - FUNKY MONKEY TOYS
- 20 - BOLLEVIARD BOUTIQUE & HOME COLLECTION
- 21 - BLUE IVY
- 22 - 24TH ST TAVERN
- 23 - CASA REAL
- 24 - THE OX BAR & GRILL
- 25 - APOTHECARY & CO
- 26 - M KABOB
- 27 - 54 DINER

DOWNTOWNOXFORD.ORG

**Current/On-Going Projects**

- Regular communication with residents & MDOT about construction,
- Town Hall meeting
- General promotion of businesses and community through social media,
- Working with Police Dept, Fire Dept, Chamber of Commerce & Township
- Responding to people's emails and messages on FB about stuff,
- Attending board/committee meetings,
- Up to date listing of businesses, vacancies, and contacts
- Review and update branding guidelines



**Date:** July 20, 2020  
**To:** Oxford Downtown Development Authority  
**From:** Glenn Pape, DDA Executive Director  
**Subject:** Promotions Committee report

Promotions committee met on July 6<sup>th</sup>.

Fridays with Friends continues every Friday through August. It is hit or miss for each retailer regarding foot traffic. Additional print material has been distributed to retailers to remind patrons of Friday's events. Continue to promote on social media.

Sidewalk sales will be the weekend of Aug 8<sup>th</sup>. Print and social media campaigns planned.

Scarecrow Festival is planned for Oct 10, 2020. Will be scaled back this year.

The 2020-21 budget includes image promotions and business promotions as line items. Members will brainstorm for action and discuss at August meeting.



**Date:** July 20, 2020

**To:** Oxford Downtown Development Authority

**From:** Glenn Pape, DDA Executive Director

**Subject:** Design Committee report

Design committee did not meet this month. Work continues on the design guidelines and revamping the façade grant guidelines.



**Date:** July 20, 2020

**To:** Oxford Downtown Development Authority

**From:** Glenn Pape, DDA Executive Director

**Subject:** Economic Vitality Committee report

E.V. did not meet. Work continues on building inventory.



**Date:** July 20, 2020

**To:** Oxford Downtown Development Authority

**From:** Glenn Pape, DDA Executive Director

**Subject:** **Organization Committee report**

Organization committee met on July 13, 2020. Began work of drafting updated development plan for TIF plan rewrite. Completed draft of two sections.



**Date:** July 20, 2020  
**To:** Oxford Downtown Development Authority  
**From:** Glenn Pape, DDA Executive Director  
**Subject:** M-24 Update

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The street removal is complete except for the sidewalks in the Historic Downtown No date has been provided as to when that work will begin. Special attention is being given to this area because of the Historic Buildings. To date there has only been one time MDOT has had to stop working because the vibration monitoring equipment triggered.

The Sewer crew continues to work on the northbound reconstruction portion of M-24 between Ensley & Lincoln. There is a water main in this section that will be relocated, and residents & business owners will have a temporary disruption to their water service. Once the water is restored, individuals in this area will need to boil water until the testing has been approved by the State. The Village will notify all those affected by this work prior to the start of it.

The second Sewer crew is working down at Indianwood currently but will be back at the end of this week or beginning of next to work on the portion North of Ensley. Sidewalks and curb are currently going in just south of the Village border. The grading crew is working up towards the north end of the project.

The Burdick St. intersection closure will not be happening this weekend (7/18 & 7/19). The sewer crew working from Ensley to the north was delayed with various utility and water main conflicts and would not be able to reach Burdick by this weekend. In theory they could jump ahead to install pipe at the Burdick intersection, but did not want to risk installing that pipe ahead of time and then having to make changes to it at a later date if any pipe downstream had to move. With the new plan, crews are able to pass Burdick but then come back and tie the already installed mainline sewer into the Burdick intersection. That is the preferred method rather than jumping ahead. For now the closure of the Burdick St. intersection is scheduled for the following weekend (7/25 & 7/26).



Oxford Downtown Development Authority  
Agenda Item #8.b

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**Date:** July 20, 2020  
**To:** Oxford Downtown Development Authority  
**From:** Glenn Pape, DDA Executive Director  
**Subject:** **Burdick Street PUD**

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On June 29<sup>th</sup>, 2020 at a special meeting the DDA extended the deadlines for the Burdick Street PUD to Aug 15, 2020 so Mr. Weckle could present his plans for moving forward. He presented his plans to Village Council on July 14<sup>th</sup>, 2020. Construction will resume shortly with work on 32 E. and infrastructure on 36 E. He expects 32 E and the parking lot to be completed this year. Once the parking lot is completed and Certificate of Occupancy is issued for 32 E. there are no more deadlines that affect the project.

Village Council has proposed to extend the deadlines to July 1, 2021.

#### **Fourth Amendment to Development Agreement**

THIS Fourth AMENDMENT ("Amendment") to the PLANNED UNIT DEVELOPMENT AGREEMENT (the "Agreement") is made effective as of this day of June 30, 2020 between the Village of Oxford, a Michigan municipal corporation (referred to as the "Village"), with offices at 22 W. Burdick, Oxford, Michigan 48371; the Oxford Downtown Development Authority, an authority existing under Public Act 197 of 1975 (referred to as the "DDA"), with offices at 22 W. Burdick, Oxford, Michigan 48371, and Weckle Properties, LLC with offices at 29 Broadway, Oxford, MI 48371 (referred to as "Weckle"), and states the following:

#### Recitals

WHEREAS, the Zoning Ordinance of the Village allows for a Planned Unit Development (PUD) zoning classification as an optional method of development whereby regulations may be provided for the conservation of natural resources and features, encourage innovation in land use planning, to enhance housing, employment, shopping, traffic circulation, and to ensure the compatibility of design and use between neighboring properties and encourage development that is consistent and compatible with the Village's Master Plan; and

WHEREAS, the Village Zoning Ordinances allows Planned Unit Development Agreements to be amended, and Section 19 of the agreement specifically envisions the possibility of amendment; and

WHEREAS, the Village, the DDA, and Weckle wish to amend the Agreement consistent with the applicable codes, ordinances, and regulations; and

WHEREAS, the Village, the DDA, and Weckle each represent and warrant it has the requisite approvals and authority to enter into this Agreement to be bound accordingly; and

WHEREAS, the Development by Weckle under the Agreement and this Amendment shall be consistent with the terms of this Amendment and the Agreement; and

NOW, THEREFORE, in consideration of the mutual covenants and considerations herein contained and based on the approval of the Planned Unit Development (sometimes referred to as the "Project") and the Village of Oxford Zoning Ordinance, the parties to the Agreement hereby agree as follows:

Section 17 of the PUD agreement will lay out the following timeline for progress:

- Demolition of the existing structures on the project site may occur at any time after the approval of this agreement, subject to the issuance of the demolition permit by the Village.
- All building permits for the parking lot shall be obtained **prior to August 15, 2020**. Construction shall not begin on building site "C" until after construction of the parking lot begins. No building described in this agreement shall receive a Certificate of Occupancy until the parking lot is completed. Failure to meet this deadline shall result in the reversion of all land to its owner prior to this

agreement and shall render all zoning approvals from the Village, including those found in this agreement, void.

- All building permits for the building at 36 E. Burdick (southeast corner of Mill and Burdick) shall be obtained **prior to August 15, 2020**. Failure to meet this deadline shall result in the reversion of all land to its owner prior to this agreement and shall render all zoning approvals from the Village, including those found in this agreement, void, but shall not result in the reversion of any land to the DDA.
- All Building permits for the building at 32 E. Burdick (southwest corner of Mill and Burdick) shall be obtained prior to **August 15, 2020**. Failure to meet this deadline shall result in the reversion of all land to its owner prior to this agreement and shall render all zoning approvals from the Village, including those found in this agreement, void, but shall not result in the reversion of any land to the DDA.
- All building permits for the building at 19 Stanton (northeast corner of Mill and Stanton) shall be obtained **prior to August 15, 2020**. Failure to meet this deadline shall result in the reversion of all land to its owner prior to this agreement and shall render all zoning approvals from the Village, including those found in this agreement, void, but shall not result in the reversion of any land to the DDA.

Pursuant to Section 19 of the Agreement, all provisions of the Agreement not specifically altered by this Amendment shall remain in force.

4. The provisions of this Amendment shall be considered interdependent such that invalidation of any one or more of these covenants by judgment or decree or order of any court results in the invalidation of this entire Agreement unless the parties agree otherwise in writing. The covenants herein contained shall be binding upon the parties hereto and their respective successors and assigns and shall run with the title to the land, unless and until amended, altered or terminated pursuant to Agreement between the Village, the DDA, and Weckle its successors or assigns.

5. This Amendment shall be deemed to be mutually drafted and shall be construed under Michigan Law.

6. This Amendment is a fully integrated contract for all purposes under Michigan Law. This is the entire Amendment and supersedes any prior discussions.

7. Each party herein reserves all legal rights, equitable and otherwise, to enforce the terms of this Amendment.

Village of Oxford by vote at a Village Council meeting on June 23<sup>rd</sup> 2020

Joseph M. Madore  
Joseph M. Madore, Manager

Oxford Downtown Development Authority by vote at a DDA Board meeting on  
6-29-2020

Glenn Pape  
Glenn Pape, Executive Director

Weckle Properties LLC by its

David A. Weckle



Oxford Downtown Development Authority  
Agenda Item #8.c

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**Date:** July 20, 2020  
**To:** Oxford Downtown Development Authority  
**From:** Glenn Pape, DDA Executive Director  
**Subject:** **Board recruitment**

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**Background:**

The DDA board currently has three vacancies as a result of the change in bylaws. These candidates should have an “interest” within the district as a business owner, property owner or resident. Existing applications on file are included.

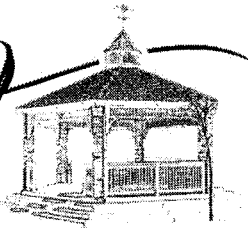
Applicants for the DDA board are appointed by the village president and confirmed by village council.

**Financial:** 0

**Recommendation:** Identify several candidates for consideration by Village President for appointment.

THE VILLAGE OF

*Oxford*  
MICHIGAN



22 W. Burdick Street – PO Box 94, Oxford, Michigan 48371  
Phone 248/628-2543 – Fax 248/628-9760

**BOARD AND COMMISSION APPLICATION**

April Meadows

*Applicant's Name*

Thank you for considering volunteering your time and efforts to serve your community! To assist the Council in making the best match between boards and members, we would appreciate having you complete this brief application telling us a little more about yourself and your interests. It is important to note that you must be a registered voter to serve on a board.

The current meeting schedules and functions of our boards are shown below. Please indicate the boards you are interested in serving on. If you have a preference number, your choices with "1" being the board you would like most to be appointed to.

[ ] Planning Commission. Meetings: first and third Tuesday of the month, 7:00 p.m. The Planning Commission reviews plans, studies and makes recommendations to Council on planning and zoning matters.

[ 1 ] Oxford Downtown Development Authority (DDA). Meetings: third Monday of the month, 6:00 p.m. The DDA promotes economic development in the Village including business attraction, retention, and expansion utilizing such means as permissible under Michigan State Law such as Tax Increment Financing. There are also four communities serving under the Main Street designation:

Those committees are:

- Economic Restructuring
- Promotion
- Design
- Organization

[ ] Zoning Board of Appeals. Meetings: first Monday of the month, 7:00 p.m. as needed. Consider appeals to zoning regulations.

[ 2 ] Oxford Beautification. Meetings: third Monday of the month, 8:30 a.m. as needed, Oxford Village Community Room. Promotes landscaping and flowering through an awards program and other activities.

[ ] Village Council. Meetings: second Tuesday of the month, 6:30 p.m.

How long have you lived in the Village of Oxford?

I have lived in Oxford Township for 16 years.

Please give a brief summary of your educational and work background as well as any previous civic or service club involvement.

I'm 45 years old, homeschool two children until they are ready for Oxford High School. My husband and I have owned a successful business for 17 years. I've also owned a bakery in downtown Frankenmuth but had to close after the first year due to family medical issues, which have been resolved. I was also the first President of Waterstone Master HOA and President, VP and Treasurer of Westlake HOA. I'm involved with different charities.

Why do you want to serve and what do you feel you have to offer the board(s), or boards for which you have indicated an interest?

I love Oxford. My cousins grew up here and I was thrilled to make it my home, too. I shop in Oxford, I've seen good and bad changes in Oxford, I hear what the local families are wanting or not wanting. I'm able to pull people together to motivate and accomplish the task at hand.

I work well alone and with others.

I'd be happy to see Oxford thrive. I grew up in Rochester and have been thrilled by the growth that they have experienced. Although Oxford is much smaller and quaint, it has the potential to grow and prosper. I know I can assist with that.

When completed please return this form to:

**Village of Oxford  
Village President  
22 W. Burdick Street  
P.O. Box 94  
Oxford, Michigan 48371**

The information you have supplied will be provided to the specific board(s) and to the Village Council. Please understand that completion of this application does not guarantee an appointment. Should you have any questions, please feel free to contact the Village Clerk or Manager at 248-628-2543. Thanks again for your interest in serving the Village of Oxford.

Applicant Name (printed): April Meadows

Signature:  Date: 9-25-2019

Address: 960 Woodside Dr, Oxford 48371

Daytime Telephone: 248-840-9068 Home Work Mobile

Evening Telephone: same Home Work Mobile

Email Address: aprilmeadows@gmail.com

THE VILLAGE OF

*Oxford*  
MICHIGAN



22 W. Burdick Street - PO Box 94, Oxford, Michigan 48371  
Phone 248/628-2543 - Fax 248/628-9760

**BOARD AND COMMISSION APPLICATION**

Bryan J. Cloutier

*Applicant's Name*

Thank you for considering volunteering your time and efforts to serve your community! To assist the Council in making the best match between boards and members, we would appreciate having you complete this brief application telling us a little more about yourself and your interests. It is important to note that you must be a registered voter to serve on a board.

The current meeting schedules and functions of our boards are shown below. Please indicate the boards you are interested in serving on. If you have a preference number, your choices with "1" being the board you would like most to be appointed to.

[ ] Planning Commission. Meetings: first and third Tuesday of the month, 7:00 p.m. The Planning Commission reviews plans, studies and makes recommendations to Council on planning and zoning matters.

[] Oxford Downtown Development Authority (DDA). Meetings: third Monday of the month, 6:00 p.m. The DDA promotes economic development in the Village including business attraction, retention, and expansion utilizing such means as permissible under Michigan State Law such as Tax Increment Financing. There are also four communities serving under the Main Street designation:

Those committees are:

- [ ] Economic Restructuring
- [ ] Promotion
- [ ] Design
- [ ] Organization

[ ] Zoning Board of Appeals. Meetings: first Monday of the month, 7:00 p.m. as needed. Consider appeals to zoning regulations.

[ ] Oxford Beautification. Meetings: third Monday of the month, 8:30 a.m. as needed, Oxford Village Community Room. Promotes landscaping and flowering through an awards program and other activities.

[ ] Village Council. Meetings: second Tuesday of the month, 6:30 p.m.

How long have you lived in the Village of Oxford?

Currently do not. Previously 9 yrs

Please give a brief summary of your educational and work background as well as any previous civic or service club involvement.

- BA. English & History — U of M. Flint ; Wayne State University - MLIS
- Director & CEO. Oxford Public Library
- Past President & President Elect - Rotary Club of Oxford
- Village of OXFORD - Council; Planning Comm. DDA Design
- President - NEOHS, Northeast Oakland Hist. Soc. & Museum Oxford
- former member of City of Lapeer ZBA

Why do you want to serve and what do you feel you have to offer the board(s), or boards for which you have indicated an interest?

Extensive experience in government operations, structure & budgets administration

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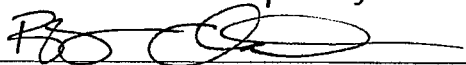
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When completed please return this form to:

Village of Oxford  
 Village President  
 22 W. Burdick Street  
 P.O. Box 94  
 Oxford, Michigan 48371

The information you have supplied will be provided to the specific board(s) and to the Village Council. Please understand that completion of this application does not guarantee an appointment. Should you have any questions, please feel free to contact the Village Clerk or Manager at 248-628-2543. Thanks again for your interest in serving the Village of Oxford.

Applicant Name (printed): Poryan J. Cloutier

Signature:  Date: 02.13.2020

Address: (H) 1488 W. Genesee St. Lapeer ; (W) 530 Pontiac St, Oxford

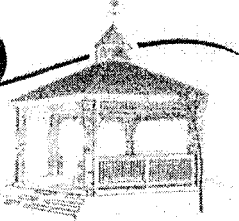
Daytime Telephone: 248 628 3034 x 211 Home ~~Work~~ Mobile

Evening Telephone: 586 292 1716 Home ~~Work~~ Mobile

Email Address: b.Cloutier@miopl.org

THE VILLAGE OF

*Oxford*  
MICHIGAN



22 W. Burdick Street - PO Box 94, Oxford, Michigan 48371  
Phone 248/628-2543 - Fax 248/628-9760

**BOARD AND COMMISSION APPLICATION**

Deborah (Debbie Mick)  
Applicant's Name

Thank you for considering volunteering your time and efforts to serve your community! To assist the Council in making the best match between boards and members, we would appreciate having you complete this brief application telling us a little more about yourself and your interests. It is important to note that you must be a registered voter to serve on a board.

The current meeting schedules and functions of our boards are shown below. Please indicate the boards you are interested in serving on. If you have a preference number, your choices with "1" being the board you would like most to be appointed to.

[ ] Planning Commission. Meetings: first and third Tuesday of the month, 7:00 p.m. The Planning Commission reviews plans, studies and makes recommendations to Council on planning and zoning matters.

# 1 →  Oxford Downtown Development Authority (DDA). Meetings: third Monday of the month, 6:00 p.m. The DDA promotes economic development in the Village including business attraction, retention, and expansion utilizing such means as permissible under Michigan State Law such as Tax Increment Financing. There are also four communities serving under the Main Street designation:

Those committees are:

- [ ] Economic Restructuring
- [ ] Promotion
- [ ] Design
- [ ] Organization

[ ] Zoning Board of Appeals. Meetings: first Monday of the month, 7:00 p.m. as needed. Consider appeals to zoning regulations.

[ ] Oxford Beautification. Meetings: third Monday of the month, 8:30 a.m. as needed, Oxford Village Community Room. Promotes landscaping and flowering through an awards program and other activities.

[ ] Village Council. Meetings: second Tuesday of the month, 6:30 p.m.

How long have you lived in the Village of Oxford?

I am not a village resident.

Please give a brief summary of your educational and work background as well as any previous civic or service club involvement.

See ATTACHED

Why do you want to serve and what do you feel you have to offer the board(s), or boards for which you have indicated an interest?

See ATTACHED

When completed please return this form to:

Village of Oxford  
Village President  
22 W. Burdick Street  
P.O. Box 94  
Oxford, Michigan 48371

The information you have supplied will be provided to the specific board(s) and to the Village Council. Please understand that completion of this application does not guarantee an appointment. Should you have any questions, please feel free to contact the Village Clerk or Manager at 248-628-2543. Thanks again for your interest in serving the Village of Oxford.

Applicant Name (printed): Deborah Mick

Signature: Deborah Mick Date: 9/19/2019

Address: 771 Golf Villa Dr.

Daytime Telephone: 248-672-6136 Home Work Mobile

Evening Telephone: Home Work Mobile

Email Address: dgmick03@gmail.com

Deborah (Debbie) Mick  
771 Golf Villa Dr  
Oxford, Mi 48371  
248-672-6136

Education, work background, civic or service club involvement:

**EDUCATION**

- ❖ Masters of Administration Degree with a focus in Human Resources from Central Michigan University
- ❖ Bachelor of Science degree in Community Development and Public Administration from Central Michigan University

**WORK**

- ❖ Retired from Consumers Energy. Last position held was Manager of Gas Distribution Operations for the northeast zone of Michigan. Geographic area of responsibility included areas from Cadillac to Groveland Twp.
- ❖ Substitute teacher for Oxford schools

**CIVIC / SERVICE CLUB**

- ❖ I have served on the Board of Directors for Campfire of SE Michigan
- ❖ Volunteer for the Assistance League of SE Michigan
- ❖ Trustee on the Northeast Oakland Historical Society and Museum
- ❖ Volunteer with the Oxford Public Library Friends

**Why I want to serve.**

I have lived in this community for 18 years. It is the longest tenure of residence I have experienced and I have grown to love Oxford and its people.

I am passionate about the growth and development of downtown Oxford. My education and work experience affords me a different perspective on communities and how they work. Due to my utility background, I have experience with infrastructure and site development. I have also traveled through many communities and downtown areas and I know what success looks like. I want that for our town.

I imagine Oxford as a destination community that is pedestrian friendly, filled with interesting shops, services, and restaurants with great food. I think I can help be part of that dream.

THE VILLAGE OF



22 W. Burdick Street – PO Box 94, Oxford, Michigan 48371  
Phone 248/628-2543 – Fax 248/628-9760

### BOARD AND COMMISSION APPLICATION

MARK SWIECZKOWSKI  
*Applicant's Name*

Thank you for considering volunteering your time and efforts to serve your community! To assist the Council in making the best match between boards and members, we would appreciate having you complete this brief application telling us a little more about yourself and your interests. It is important to note that you must be a registered voter to serve on a board.

The current meeting schedules and functions of our boards are shown below. Please indicate the boards you are interested in serving on. If you have a preference number, your choices with "1" being the board you would like most to be appointed to.

- Planning Commission. Meetings: first and third Tuesday of the month, 7:00 p.m. The Planning Commission reviews plans, studies and makes recommendations to Council on planning and zoning matters.
- Oxford Downtown Development Authority (DDA). Meetings: third Monday of the month, 6:00 p.m. The DDA promotes economic development in the Village including business attraction, retention, and expansion utilizing such means as permissible under Michigan State Law such as Tax Increment Financing. There are also four communities serving under the Main Street designation:  
Those committees are:
  - Economic Restructuring
  - Promotion
  - Design
  - Organization
- Zoning Board of Appeals. Meetings: first Monday of the month, 7:00 p.m. as needed. Consider appeals to zoning regulations.
- Oxford Beautification. Meetings: third Monday of the month, 8:30 a.m. as needed, Oxford Village Community Room. Promotes landscaping and flowering through an awards program and other activities.
- Village Council. Meetings: second Tuesday of the month, 6:30 p.m.

How long have you lived in the Village of Oxford?

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Please give a brief summary of your educational and work background as well as any previous civic or service club involvement.

I OWN AN INSURANCE AGENCY WITH 3 LOCATIONS. I BEING IN OXFORD  
LEGACY PARTNERS INSURANCE. I SIT ON A STATE BOARD FOR  
INSURANCE AGENTS CURRENTLY THE MICHIGAN P.I.A (PROFESSIONAL INS. AGENTS)  
ALSO SERVE AS NATIONAL P.I.A CO CHAIR OF P.A.C. COMMITTEE  
Member of Rotary, Knights of Columbus, SAT ON Chamber Board in  
WESTLAND.

Why do you want to serve and what do you feel you have to offer the board(s), or boards for which you have indicated an interest?

I WOULD LOVE THE OPPORTUNITY TO HELP DEVELOP A MUCH MORE  
VIBRANT AND INVITING DOWNTOWN WITH MANY MORE EVENTS THAT  
WILL DRAW PEOPLE TO OUR TOWN.  
ALSO I HAVE VAST KNOWLEDGE IN INSURANCE AND CAN ASSIST  
IN DECIDING WHAT OUR FUTURE DOWNTOWN WILL LOOK LIKE. HELP  
BUILDING OWNERS AND TENANTS UNDERSTAND HOW TO PROTECT WHAT  
WE HAVE SO IN THE EVENT OF A LOSS A PLAN IS IN PLACE

When completed please return this form to:

Village of Oxford  
Village President  
22 W. Burdick Street  
P.O. Box 94  
Oxford, Michigan 48371

The information you have supplied will be provided to the specific board(s) and to the Village Council. Please understand that completion of this application does not guarantee an appointment. Should you have any questions, please feel free to contact the Village Clerk or Manager at 248-628-2543. Thanks again for your interest in serving the Village of Oxford.

Applicant Name (printed): Mark Swieczkowski  
Signature: [Handwritten Signature] Date: 9-27-19  
Address: 5933 Andrew Metamora, MI 48455  
Daytime Telephone: 313 530 1698 Home  Work  Mobile  
Evening Telephone: 11 Home  Work  Mobile  
Email Address: mswieczkowski@gmail.com



**Date:** July 20, 2020  
**To:** Oxford Downtown Development Authority  
**From:** Glenn Pape, DDA Executive Director  
**Subject:** Social District designation

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Legislation was signed into law and has an effective date of July 1, 2020 allowing creation of social districts.

The governing body of a local governmental unit (city, village, and township) may designate a social district containing a commons area that could be used by a qualified licensee that obtained a social district permit. The governing body is referred to as the "municipality".

**Commons Area.** "Commons area" means an area (one or more) within a social district that is clearly designated and clearly marked by the municipality and that is shared by and contiguous to the premises of at least two qualified licensees. A commons area would not include the licensed premises of any qualified licensee.

Practically speaking, the qualified licensee would sell the alcoholic beverage to the consumer who could then walk to and consume the beverage in the commons area, only. The consumer is not allowed to take the beverage out of the commons area.

Municipality's obligations and restrictions regarding the social district.

- o The municipality could not designate a social district that closed a road without the prior approval of the road authority with jurisdiction.
- o The municipality must define and clearly mark the commons area with signs.
- o The municipality must submit to the MLCC a local management and maintenance plan for the commons area, including hours of operation.
- o The municipality must maintain the commons area in a way that protected the safety and health of the community.

This responsibility falls on the Village Council. I would like to give an advisory memo to the council from the DDA regarding social districts.

Act No. 124  
Public Acts of 2020  
Approved by the Governor  
July 1, 2020  
Filed with the Secretary of State  
July 1, 2020  
EFFECTIVE DATE: July 1, 2020

**STATE OF MICHIGAN  
100TH LEGISLATURE  
REGULAR SESSION OF 2020**

Introduced by Reps. Webber, Sabo, Steven Johnson, Bollin, Slagh, Rendon, Paquette, Crawford, Hall, Huizenga, Kahle, Lightner, Meerman, Hood, Elder, Leutheuser and Reilly

## **ENROLLED HOUSE BILL No. 5781**

AN ACT to amend 1998 PA 58, entitled "An act to create a commission for the control of the alcoholic beverage traffic within this state, and to prescribe its powers, duties, and limitations; to provide for powers and duties for certain state departments and agencies; to impose certain taxes for certain purposes; to provide for the control of the alcoholic liquor traffic within this state and to provide for the power to establish state liquor stores; to prohibit the use of certain devices for the dispensing of alcoholic vapor; to provide for the care and treatment of alcoholics; to provide for the incorporation of farmer cooperative wineries and the granting of certain rights and privileges to those cooperatives; to provide for the licensing and taxation of activities regulated under this act and the disposition of the money received under this act; to prescribe liability for retail licensees under certain circumstances and to require security for that liability; to provide procedures, defenses, and remedies regarding violations of this act; to provide for the enforcement and to prescribe penalties for violations of this act; to provide for allocation of certain funds for certain purposes; to provide for the confiscation and disposition of property seized under this act; to provide referenda under certain circumstances; and to repeal acts and parts of acts," by amending section 1021 (MCL 436.2021), as amended by 2013 PA 235, and by adding section 551.

*The People of the State of Michigan enact:*

Sec. 551. (1) The governing body of a local governmental unit may designate a social district that contains a commons area that may be used by qualified licensees that obtain a social district permit. A governing body of a local governmental unit shall not designate a social district that would close a road unless the governing body receives prior approval from the road authority with jurisdiction over the road. If the governing body of a local governmental unit designates a social district that contains a commons area under this section, the governing body must define and clearly mark the commons area with signs. The governing body shall establish local management and maintenance plans, including, but not limited to, hours of operation, for a commons area and submit those plans to the commission. The governing body shall maintain the commons area in a manner that protects the health and safety of the community. Subject to this subsection, the governing body may revoke the designation if it determines that the commons area threatens the health, safety, or welfare of the public or has become a public nuisance. Before revoking the designation, the governing body must hold at least 1 public hearing on the proposed revocation. The governing body shall give notice as required under the open meetings act, 1976 PA 267, MCL 15.261 to 15.275, of the time and place of the public hearing before the public hearing. The governing body shall file the designation or the revocation of the designation with the commission. As used in this subsection:

(a) "Local road agency" means a county road commission or designated county road agency or city or village that is responsible for the construction or maintenance of public roads within this state.

(b) "Road authority" means a local road agency or the state transportation department.

transportation or possession of the partially consumed bottle of wine shall be in compliance with section 624a of the Michigan vehicle code, 1949 PA 300, MCL 257.624a.

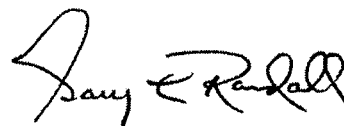
(4) This act and rules promulgated under this act do not prevent a class A or B hotel designed to attract and accommodate tourists and visitors in a resort area from allowing its invitees or guests to possess or consume, or both, on or about its premises alcoholic liquor purchased by the invitee or guest from an off-premises retailer and does not prevent a guest or invitee from entering and exiting the licensed premises with alcoholic liquor purchased from an off-premises retailer.

(5) Notwithstanding section 901(6), an on-premises licensee may, in a manner as determined by that licensee, allow for the consumption of wine that is produced by a wine maker, a small wine maker, or an out-of-state entity that is the substantial equivalent of a wine maker or small wine maker and that is brought into the licensed premises in its original sealed container by a consumer who is not prohibited under this act from possessing wine. The licensee shall not allow the consumer to remove a partially consumed bottle of wine brought by the consumer unless the licensee or the licensee's clerk, agent, or employee caps the bottle or reinserts the cork so that the top of the cork is level with the lip of the bottle. The licensee may charge a corkage fee for each bottle of wine brought by the consumer and opened on the premises by the licensee or the licensee's clerk, agent, or employee. This subsection does not exempt the licensee or the consumer from any other applicable requirements, responsibilities, or sanctions imposed under this act.

Enacting section 1. This amendatory act does not take effect unless all of the following bills of the 100th Legislature are enacted into law:

- (a) Senate Bill No. 942.
- (b) House Bill No. 5811.

This act is ordered to take immediate effect.



Clerk of the House of Representatives



Secretary of the Senate

Approved \_\_\_\_\_

\_\_\_\_\_  
Governor



**Michigan Liquor Control Commission (MLCC)**  
Constitution Hall, 2<sup>nd</sup> Floor, 525 W. Allegan St, Lansing, MI 48933  
P.O. Box 30005, Lansing, MI 48909  
866-813-0011 – [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

### Social District Permit Information For Local Governmental Units

Pursuant to MCL 436.1551, the governing body of a local governmental unit may designate a Social District within its jurisdiction. Qualified licensees whose licensed premises are contiguous to the commons area within the Social District, and that have been approved for and issued a Social District Permit, may sell alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District. The commons area is not considered part of the licensed premises for any of the licensees that hold a Social District Permit.

The term commons area is defined by MCL 436.1551(8)(a):

*"Commons area" means an area within a social district clearly designated and clearly marked by the governing body of the local governmental unit that is shared by and contiguous to the premises of at least 2 other qualified licensees. Commons area does not include the licensed premises of any qualified licensee.*

The term qualified licensee is defined by MCL 436.1551(8)(c):

*"Qualified licensee" means any of the following:*

- *A retailer that holds a license, other than a special license, to sell alcoholic liquor for consumption on the licensed premises. (This includes the following license types: Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, G-2, Brewpub.)*
- *A manufacturer with an on-premises tasting room permit issued under section 536.*
- *A manufacturer that holds an off-premises tasting room license issued under section 536.*
- *A manufacturer that holds a joint off-premises tasting room license issued under section 536.*

A list of all licensees, sorted by county and local governmental unit, may be found on the MLCC website:

[https://www.michigan.gov/documents/lara/liclist\\_639292\\_7.xlsx](https://www.michigan.gov/documents/lara/liclist_639292_7.xlsx)

The governing body of a local governmental unit may designate a Social District pursuant to MCL 436.1551 under the following conditions:

- Designate a Social District that contains a commons area, as defined in MCL 436.1551(8)(a).
- Establish local management and maintenance plans, including hours of operation, for a commons area.
- Define and clearly mark with signs the designated commons area.
- A governing body of a local governmental unit shall not designate a Social District that would close a road unless the governing body receives prior approval from the road authority with jurisdiction over the road.
- The governing body shall maintain the commons area in a manner that protects the health and safety of the community.
- The governing body may revoke the designation if it determines that the commons area threatens the health, safety, or welfare of the public or has become a public nuisance. Before revoking the designation, the governing body must hold at least 1 public hearing on the proposed revocation. The governing body shall give notice as required under the open meetings act of the time and place of the public hearing before the public hearing.
- The governing body shall file the designation or revocation of the Social District with the MLCC.

Before applying to the MLCC for a Social District Permit, a qualified licensee must first obtain approval from the governing body of the local governmental unit. A fillable resolution for this approval is part of the [Social District Permit Application \(LCC-208\)](#).

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### **Filing the Designation of a Social District with the MLCC**

A local governmental unit must file the following items with the MLCC when designating a Social District:

- A copy of the resolution passed by the governing body designating the Social District and commons area.
- A copy of the management and maintenance plans, including the hours of operation, established by the local governmental unit for the Social District and commons area.
- A diagram or map that clearly shows the boundaries of the Social District and commons area. Please indicate the name, address, and location of the qualified licensees that are contiguous to the commons area on the diagram or map.

Submit the items above to:

By Mail: Michigan Liquor Control Commission - P.O. Box 30005 - Lansing, MI 48933

By Fax: (517) 763-0059

By Email: [mlccrecords@michigan.gov](mailto:mlccrecords@michigan.gov)



## Social District Permit Information



### Local Governmental Approval Required Before You Apply

The city, township, or village where your business is located must have first designated a Social District before you may apply. Your licensed business must be contiguous to the commons area inside the Social District to qualify. Check with your local governmental unit to see if you qualify.

Your licensed business must also be approved individually by the city, township, or village before you apply for a Social District Permit. A local governmental unit approval form is attached to this application.

The governing body of a local governmental unit may designate a Social District within its jurisdiction that contains a commons area in which the patrons of qualified licensees may consume alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks/cocktails) in the commons area.

At least two (2) qualified licensees must have their licensed premises contiguous to a commons area for the area to qualify to be part of a social district.

The local governmental unit must define and clearly mark the commons area with signs. The local governmental unit must establish a management plan, including the hours of operation, for the commons area. These plans must be submitted to the Commission.

A qualified licensee may apply to the Commission for a Social District Permit using the attached application. The licensee must first obtain approval from the governing body of the local governmental unit before applying for the permit.

A licensee that has been issued a Social District Permit may sell alcoholic liquor for on-premises consumption on its licensed premises only, but then customers may remove the alcoholic liquor from the premises to be consumed in the commons area. A licensee must not sell alcoholic liquor in the commons area.

The commons area is not considered part of any licensee's licensed premises. Nevertheless, a licensee that has been issued a Social District Permit must make every effort to ensure that it does not sell alcoholic liquor to a minor or intoxicated person.

Any alcoholic liquor sold to customers for consumption in the commons area by a licensee with a Social District Permit must comply with all of the following:

- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the commons area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor onto the licensed premises of another licensee contiguous to the commons area from which the customer did not purchase the alcoholic liquor. A licensee shall not allow alcoholic liquor purchased from another licensee to be brought onto its licensed premises.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor outside of the commons area.

Qualified licensees for Social District Permits are:

- A retailer licensee that is licensed to sell alcoholic liquor for consumption on the premises, such as a Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, or G-2. A Special License issued to a nonprofit organization is not a qualified licensee.
- A manufacturer with an On-Premises Tasting Room Permit.
- A manufacturer with an Off-Premises Tasting Room License or a Joint Off-Premises Tasting Room License. For Joint Off-Premises Tasting Room Licenses, all licensees that have licenses at that same location must be approved for and issued a Social District Permit.



Oxford Downtown Development Authority  
Agenda Item #9.b

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**Date:** July 20, 2020  
**To:** Oxford Downtown Development Authority  
**From:** Glenn Pape, DDA Executive Director  
**Subject: Business Recovery Grants**

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Two grant programs are now accepting grant applications. MEDC is offering the Small Business Restart program and Oakland County has the Small Business Recovery Grant.

This information has been shared with the business community here in Oxford but please encourage businesses you engage with to apply for both of these grant programs.



## **Michigan Small Business Restart Program**

In response to the economic impact of COVID-19, the State of Michigan has allocated \$100 million of CARES Act funding to implement the Michigan Small Business Restart Program to support the needs of Michigan Businesses directly impacted by COVID-19.

# **Small Business Restart Program**

MEDC COVID-19 RESPONSE

### **Grant Information**

In an effort to continue to support small businesses, the Michigan Small Business Restart Program will provide funding to local economic development organizations (EDOs) who will provide grants to eligible small businesses that have been negatively impacted by COVID-19 and need working capital to support payroll expenses, rent, mortgage payments, utility expenses or other similar expenses. The partnering EDOs are listed below and cover all 83 counties in Michigan.

[APPLY NOW](#)

### **Grant Eligibility**

Businesses and nonprofits with 50 or fewer employees, worldwide, located in Michigan. Businesses must also demonstrate the following:

- Part of an industry or nonprofit that can demonstrate it has been impacted by the COVID-19 emergency
- Needs working capital to support payroll expenses, rent, mortgage payments, utility expenses or other similar expenses
- Demonstrates an income loss as result of the COVID-19 emergency as determined by the Michigan Strategic Fund (MSF).

Additionally, at least 30 percent of the funds awarded under this program will be provided to women-owned, minority-owned or veteran-owned eligible businesses. The MEDC anticipates that more than 5,000 businesses across the state will benefit from this program.

### **Partnering Local Economic Development Organizations**

The Michigan Strategic Fund approved the distribution of grant funding across 15 local or nonprofit economic development organizations (EDOs) covering all 83 counties in the state. Participating EDOs are listed below.

	Local EDO	Funding Amount (Dollars)	Counties Covered
1	Invest UP	\$4,545,455	Keweenaw, Houghton, Ontonagon, Gogebic, Baraga, Iron, Marquette, Dickinson, Menominee, Alger, Delta, Schoolcraft, Luce, Mackinac, Chippewa
2	Networks Northwest	\$4,545,455	Emmet, Grand Traverse, Charlevoix, Antrim, Kalkaska, Missaukee, Wexford, Manistee, Benzie, Leelanau
3	Otsego County Economic Alliance	\$3,500,000	Otsego, Crawford, Roscommon, Montmorency, Ogemaw, Oscoda
4	Target Alpena	\$3,500,000	Iosco, Alcona, Alpena, Presque Isle, Cheboygan
5	The Right Place	\$9,545,455	Barry, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Muskegon, Newaygo, Oceana, Osceola
6	Lakeshore Advantage	\$3,500,000	Allegan, Ottawa
7	Middle Michigan Development Corporation	\$3,500,000	Isabella, Gratiot, Clare, Gladwin, Arenac, Midland
8	Saginaw Future	\$3,545,455	Bay, Saginaw
9	Flint & Genesee Chamber	\$8,045,455	Shiawassee, Genesee, Lapeer, St. Clair, Tuscola, Sanilac, Huron
10	Lansing Economic Area Partnership	\$5,545,455	Clinton, Eaton, Ingham
11	Southwest Michigan First	\$7,545,455	Kalamazoo, St. Joseph, Berrien, Calhoun, Van Buren, Cass, Branch
12	Ann Arbor Spark	\$8,545,455	Livingston, Washtenaw, Hillsdale, Jackson, Lenawee, Monroe
13	Oakland County	\$11,045,455	Oakland
14	Macomb County	\$7,545,455	Macomb
15	Detroit Economic Growth Corporation	\$15,545,450	Wayne

## Application Process

There will be a single, statewide application for the Michigan Small Business Restart Program that will open on **July 15, 2020 at 9:00 a.m. and close on August 5, 2020 at 11:59 pm**. Applicants can apply for up to \$20,000 in grant funds. To view the application questions, [click here](#).

## Eligible Expenditures

Grants must be used for expenditures made between March 1, 2020 and December 30, 2020 that meet the following criteria:

- Necessary expenditures incurred due to the public health emergency with respect to COVID-19 (such as resulting from employment or business interruptions due to COVID-19)
- Working capital to support payroll expenses, rent, mortgage payments, utility expenses, costs related to reopening a business or nonprofit, or other use authorized under the CARES Act.

## Frequently Asked Questions and Program Guidelines

Please review the following for more information:

- [Frequently Asked Questions](#)
- [Frequently Asked Questions - Spanish](#)
- [Michigan Small Business Restart Program Guidelines](#)
- [Application Questions](#)
- Questions? Inquires should be emailed to [MEDC Service Center](#). Office hours are 8-5 pm M-F and closed for lunch 12-1 pm. During lunch customers are prompted to leave a message.

## Additional Information

The Michigan Small Business Restart Program is modeled after the Michigan Small Business Relief Program, approved on March 19 by the Michigan Strategic Fund to support small businesses impacted by the COVID-19 crisis.

Under the Michigan Small Business Relief grant program, local EDOs selected more than 2,700 businesses across the state covering all 83 counties that received grant support expected to retain approximately 11,000 jobs. To date, more than 130 small business loans totaling more than \$8 million have also been approved.

### **Michigan Agricultural Safety Grant Program**

The Michigan Strategic Fund also approved the \$15 million Michigan Agricultural Safety Grant Program to support the needs of Michigan's agricultural processors and farms. The program supports the implementation of COVID-19 monitoring and mitigation strategies to protect agricultural employees and the state's overall food production industry. Applications for this grant will open on July 15, 2020. For more information, visit: <https://www.michiganbusiness.org/agsafety/>.

# Oakland Together Small Business Recovery Grant



## Oakland Together Small Business Recovery Grant Application



## Eligibility Requirements

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### Overview

Oakland County is dedicating \$28 to \$30 million from the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act Fund to help small businesses negatively impacted by the COVID-19 pandemic.

This competitive grant program is focused on these hard-hit sectors:

- Retail
- Food and Lodging Personal Services
- Business Services
- Entertainment and Recreation
- Construction and Maintenance Services

You are eligible to apply for this grant if your business falls within any of these sectors and due to the COVID - 19 pandemic you have experienced any of the following between March 2020 through June 2020:

- A loss of gross receipts or sales
- Operated at a reduced level of production, sales, employment or service
- Have temporarily closed all operations and are now in the process of reopening

This is a competitive grant program and applications will be reviewed and determinations on awards will be made periodically throughout, and following, the 6-week application period ending on Monday August 24, 2020.

The time required to review, qualify, confirm applicant submittal data is accurate and make award determinations will take approximately 4 weeks from the time of submittal. You will be updated periodically on where your application is at in the process.

Applications will be reviewed based on business type and ownership, lost revenue and employment, and previous and future commitment to good public health practices.

### Additional Eligibility Requirements

The business must provide and/or sell goods, products and/or services at or from a physical location within Oakland County Michigan.

If the business owns the building it operates from, as of the application submittal date, there can be no 2019, or prior, property tax payments overdue.

If the business operates out of a residence (home-based business) as of the application submittal date, there can be no 2019, or prior, property tax payments overdue.

The business must employ 100 or fewer full-time and/or part-time employees.

Must be a for-profit business.

## Eligible Businesses

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### Retail

- Pharmacies, cosmetics, optical goods, other health and personal care stores
- Clothing, shoe, sporting goods, resale and consignment stores
- Book stores, office supplies, stationery, gift stores, florists
- Jewelry, art, hobby, musical instrument, pet supply and other miscellaneous retail stores

### Food and Lodging

- Hotels and motels
- Food service contractors, caterers, and mobile food services (food trucks)
- Restaurants and other eating places
- Bars

### Personal Services

- Barber shops, hair and nail salons
- Diet, weight loss, spas, massage, other personal care services
- Dry cleaning, laundry services

### Business Services

- Interior, industrial, graphic, and other specialized design services
- Computer systems design, software, programming services
- Printing, market research, photography, advertising, public relations and related services
- Landscaping, extermination, janitorial and housekeeping services

### Entertainment and Recreation

- Performing arts theatres
- Movie theatres
- Golf courses, skiing facilities, other recreation industries
- Yoga studios, gyms, fitness studios, personal trainers

## Construction and Maintenance Services

- Concrete, framing, masonry, glass, roofing, siding
- Electrical, plumbing, HVAC, other systems and equipment
- Drywall, painting, flooring, finish carpentry
- Grading, excavating, other construction and maintenance services

## Eligible use of grant funds

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- Payroll costs for employees
- Rent or lease payments
- Mortgage or loan payments
- Utility payments
- Supplier payments
- Purchase personal protective equipment (PPE) and sanitation supplies
- Physical building adaptation / barriers
- Contract labor to implement public health measures
- Rent, lease, or purchase payments for business equipment implement public health measures
- Purchase Technology/Applications to minimize employee and customer contact
- Other measures to implement social distancing
- Replace perishable inventory that was lost due to COVID - 19 pandemic

## Documentation

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Please have on hand the following information prior to beginning the application process.

- 2019 Federal Tax Returns
- Information needed to complete a W9 form for your business
- Also documents that confirm the business address. Acceptable documents include:
  - Articles of Incorporation
  - Utility Bills
  - Tax Statements
  - Lease Agreement
  - Deed (if owner occupied)

## Application Process

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The information provided shall be kept confidential and used only for the purpose of determining eligibility for this grant program. When starting the application process, please have your 2019 Federal Tax Returns on hand.


Oakland County is collecting the Substitute Form W-9 and Vendor information as part of the grant application process. If your application is selected for a grant award, collecting this information upfront will assist us in facilitating a more efficient award process. However, providing this information with your application does not guarantee that your application will be selected for an award.

## Contact Info

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### Oakland County Help Hotline

 248-858-1000 (tel:2488581000)

 [hotline@oakgov.com](mailto:hotline@oakgov.com) (mailto:hotline@oakgov.com)

## Social Networks

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([http://www.linkedin.com/company/165269?](http://www.linkedin.com/company/165269?trk=tyah)  
(<https://www.facebook.com/165269> / <https://www.instagram.com/165269> / [www.youtube.com/165269](https://www.youtube.com/165269) / [www.oaklandcounty.gov](http://www.oaklandcounty.gov))



**Date:** July 20, 2020  
**To:** Oxford Downtown Development Authority  
**From:** Glenn Pape, DDA Executive Director  
**Subject:** Design committee membership

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Our design committee is currently in need of volunteers. If you know of people who would be capable and assist with improving the physical environment please have them contact the DDA office.

#### Design committee

Purpose: The Design Committee creates an inviting atmosphere by capitalizing on the downtown's physical assets, such as the historic buildings, layout, and Centennial Park

#### Primary Responsibilities:

- Maintenance of the downtown infrastructure and planning for public improvements.
- Activating public spaces.
- Manage the DDA Façade and Sign grant programs.

#### Action Items

##### Maintenance/Improvements

- Develop maintenance program
- Identify needed improvements
- Improved parking circulation

##### Activating Public Spaces

- Crosswalks. There is still a need to slow traffic on Washington/M-24 St. Safety grants could be used to fund placement of yield signs at crosswalks, making the pedestrian priority over vehicular traffic.
- Dumpster issue resolution
- Improve Centennial Park. Find partners, make small improvements, such as seating
- Are there other sites in the district that can be activated through placemaking?
- Replacing or repairing existing furnishings
- Other policies or ordinances preventing outside spaces from being used? Dogs, biking and any other issues that are currently not allowed in downtown. Why are the policies in place, are they needed, and how could the issues be remedied?

##### Manage the DDA Façade grant program.

- Promote the sign/façade grant program
- Coordinate process with building/planning review