

Village of Oxford
Downtown Development Authority 248-628-9941
Board Meeting Agenda
April 17th, 2023 at 7:00 p.m.
Village Offices

Topic: DDA April Board meeting

1. Call meeting to order: Vice Chairperson Powers called the meeting to order at 7:02pm.
2. Pledge of Allegiance
3. Roll Call: Members present: Dorothy Johnston, Pete Scholz, Marie Powers, Grace Carey, Bryce Clark
Members Absent: Rod Charles, Catherine Colvin, Leigh Ann Knaus, Kelsey Cooke
Staff Present: DDA Director Kelly Westbrook, Recording Secretary Kimberly Smith
4. Public Comment on non-agenda items (3-minute limit)
5. Consent Agenda:
 - a. Approval of proposed agenda: Motion to approve by Johnston/Carey. Yay-5, Nay-0.
Motion Carried.
 - b. Approval of March 2023 meeting minutes: Motion by Johnston/Carey. Yay-5, Nay-0.
Motion Carried.
 - c. Police report: Motion to receive and file by Scholz/Johnston. Yay-5, Nay-0. Motion Carried.
 - d. Code enforcement report: Motion to receive and file by Scholz/Johnston. Yay-5, Nay-0.
Motion Carried.
6. Financials
 - a. Financial statements & revenue expenditure reports: Motion by Scholz/Johnston. Yay-5, Nay-0. Motion Carried.
 - b. Bills: March 2023: Motion by Scholz/Johnston to pay the bills in the amount of \$10,921.59. Yay-5, Nay-0. Motion Carried.
7. DDA reports
 - a. Executive directors report- presented by Director Westbrook.
 - b. Org Committee Report- presented by Scholz.
 - c. EV Committee Report- presented by Westbrook.
 - d. Promo Committee Report- presented by Clark.
 - e. Design Committee Report- presented by Westbrook.

8. Unfinished/Old Business

- a. Placemaking Projects- Delay of aprox 2 months to SE quad project. NE quad project has been accelerated to begin in April. Motion to approve \$5795.75 toward engineering costs to the NE parking lot project to conform to ADA compliance requirements with Rowe Engineering. Carey/Scholz. Yay-5, Nay-0. Motion carried.
- b. TIF Plan Update- presented by Director Westbrook. Consideration of a consultant to update plan is under discussion.

9. New Business

- a. Budget 23/24: Motion to approve 23/24 budget. Scholz/Powers. Yay-5, Nay-0. Motion carried.

10. Items moved from consent agenda

11. Board Member Comments

12. Extended Public Comment

13. Adjourn: Motion by Scholz to adjourn at 737pm.

Next DDA Board regular meeting: **May 15th, 2023 at 7:00 p.m.**