



Topic: DDA January Board Meeting

1. Call meeting to order
2. Pledge of Allegiance
3. Roll Call: Dorothy Johnston, Pete Scholz, Rod Charles, Marie Powers, Catherine Colvin, Grace Carey, Bryce Clark, Leigh Ann Knaus, Kelsey Cooke
4. Public Comment on non-agenda items (3-minute limit)
5. Consent Agenda:
 - a. Approval of proposed agenda
 - b. Approval of December 2023 meeting minutes
 - c. Police report
 - d. Code enforcement report- none this month
6. Financials
 - a. Financial statements & revenue expenditure reports
 - b. Bills: December 2023
7. DDA reports
 - a. Executive directors report
 - b. Org Committee Report- did not meet this month
 - c. EV Committee Report
 - d. Promo Committee Report
 - e. Design Committee Report
8. Unfinished/Old Business
 - a. TIF Plan Update
9. New Business
 - a. Rescheduled date for February Board Meeting- Feb 26th
 - b. Accreditation- Feb 8th
 - c. Adopt Transformation Strategy
 - d. Open board position
10. Items moved from consent agenda



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY

Board Meeting
January 15, 2024
7pm
Village Offices

11. Board Member Comments

12. Extended Public Comment

13. Adjourn

Next DDA Board regular meeting: **February 19th, 2024 at 7:00 p.m.**



Village of Oxford
Downtown Development Authority
Meeting Minutes
Monday, December 18th, 2023, 7:00 pm
Village of Oxford Council Chambers: 22 W. Burdick St, Oxford MI 48371

1. **Call to Order:** Chairperson Charles called the meeting to order at 7:02pm.
2. **Pledge of Allegiance**
3. **Roll Call Attendance:**
Members Present 7: Grace Carey, Rod Charles, Kelsey Cooke, Dorothy Johnston, Leigh Ann Knaus, Marie Powers, and Pete Scholz
Members Absent 2: Catherine Colvin and Bryce Clark
Staff Present: DDA Director Kelly Westbrook and Recording Secretary Vicki Balongie.
4. **Public Comment on Non-Agenda Items:** none
5. **Consent Agenda:**
 - a. **Charles** modified the proposed agenda to add 9(c) Dorothy Johnston's resignation.
Motion: by Charles/Powers to amend the November meeting minutes to add DDA response to (4) Public Comment:
The problem concerning Mr. Wolicki's sidewalk was an MDOT issue, not the DDA. The DDA meeting agenda was posted at Village offices.
Vote: Ayes: 7. Nays: 0. Motion carried.
Motion: Cooke/Carey to approve the proposed agenda as modified, the amended November 2023 meeting minutes, and to receive and file the Police report.
Roll call vote: Ayes: 7. Nays: 0. Motion carried.
6. **Financials:**
Motion: by Scholz/Powers to receive and file the financial statements and the revenue expenditure reports, and to pay the November bills in the amount of \$14,119.20.
Roll call vote: Ayes: 7. Nays: 0. Motion carried.
7. **DDA Reports:**
 - a. Executive Director, Promotion Committee, and Design Committee – Westbrook
 - b. Organization Committee - Scholz
 - c. Economic Vitality Committee - Carey
8. **Unfinished/Old Business:**
 - a. TIF Plan Update: Drafts of the TIF Plan from Mario Ortega (McKenna) were given to each board member to review. Westbrook requested that comments be emailed to her to forward to Ortega for an updated draft that will go to Village Council in January.

9. New Business:

- a. Reschedule date for January Board Meeting (MLK Day): The board agreed not to change the January meeting date.
- b. Grant Approvals
 1. Victoria's (12 S. Washington) – Sign
Motion: by Cooke/Charles to approve sign grant not to exceed \$1500, pending confirmation from Westbrook that two bids were obtained.
Roll call vote: Ayes: 7. Nays: 0. Motion carried.
 2. State Farm Insurance (148 S. Washington) – Sign
Motion: by Carey/Scholz to approve sign grant not to exceed \$1500 contingent upon submission of sign application and approval process with the Village.
Roll call vote: Ayes: 7. Nays: 0. Motion carried.
- c. Johnston Resignation
Motion: by Cooke/Scholz to accept Dorothy Johnston's resignation from the DDA Board.
Vote: Ayes: 7. Nays: 0. Motion carried.

10. **Items moved from consent agenda:** none

11. Board members comments:

All board members thanked Johnston for her years on the DDA Board and wished everyone a happy holiday.

Cooke: (1) Reminded everyone of the Village snow ordinance. (2) Welcomed any comments from the Board regarding the SW quad parking issues (head in parking only) and stated that new striping will help with traffic flow.

Charles: The township is potentially being gifted the golf cart tunnel on M24 north of the Village. Their plan would be to tie-in that area to the Village with safety paths.

12. **Extended public comment:** none

13. **Meeting adjourned:** Motion by Scholz/Charles at 7:47pm
Roll call vote: Ayes: 7. Nays: 0. Motion carried.

Next DDA Board regular meeting: Monday, January 15th, 2024, at 7:00pm

OXFORD VILLAGE POLICE DEPT. POLICE CHIEFS REPORT

2023-December

Micheal D. Solwold-Chief

MONTH		YEAR TO DATE				
	Dec. 2023	Dec. 2022	2023	2022	DIFF	
CALLS FOR SERVICE	465	658	-193	6033	8343	-2310
CITATION/WARNING	297	420	-123	3827	4803	-976
ACCIDENTS	6	8	-2	75	91	-16
	POSITION	#				
	CHIEF	1				
	OFFICERS/FT	6				
	OFFICERS/PT	1				
	Service Aid	2				
	Reserves	10				
	TOTAL	20				

Below is designated for crime-specific stats:

Domestic assault	
DUI	
Adult Suicidal Mental	
Warrant Arrest-Dangerous Drugs	

Dec 2023	TOTALS											
	WASHINGTON	GLASPIE	E BURDICK	LAKEVILLE	OXFORDLAKES	PONTIAC	W BURDICK	W OF 24	E OF 24	N W LOT	N E LOT	TOTALS
speed	43	10	6	22	2	1	12		1			97
red light	70	2										72
stop sign		1			3	1		4	2			11
improper turns	5		2	1								8
seat belt												0
drivers licence violations	12	1		2			2					17
plate violations	11	1		2			3					17
insurance/registration	25	1	1	3			5					35
equipment	16	2		2	2	1	3	1				27
misc. violations	3					1						4
parking violations	1	1			1			1				4
fail to yield to emergency vehicle												0
commercial motor vehicle tickets	5											5
Location Totals	191	19	9	32	8	4	25	6	3			297

Grand Total for the Month **297**

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 12/31/2023 NORMAL (ABNORMAL)
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY			
Revenues			
Dept 000			
248-000-402.010	Village Revenue	250,000.00	207,923.14
248-000-402.020	Township Operating	195,000.00	105,083.63
248-000-412.000	Delinquent Property Taxes	30,250.00	2,174.28
248-000-573.000	LOCAL COMMUNITY STABILIZATION	0.00	43,062.29
248-000-581.000	LOCAL GRANT	0.00	2,000.00
248-000-665.000	Interest Earnings	2,000.00	11,609.14
248-000-669.000	INVESTMENT GAINS/LOSSES	0.00	1,282.80
248-000-674.000	Donations	0.00	20,751.91
Total Dept 000		477,250.00	393,887.19
TOTAL REVENUES		477,250.00	393,887.19
Expenditures			
Dept 728 - ECONOMIC DEVELOPMENT			
248-728-802.010	CONSUMERS GRANT EXPENDITURES	0.00	3,005.00
248-728-970.000	Capital Improvements	275,000.00	416,771.32
Total Dept 728 - ECONOMIC DEVELOPMENT		275,000.00	419,776.32
Dept 729 - Organization/Administration			
248-729-704.000	Wages	69,000.00	45,940.32
248-729-704.010	ADMIN WAGES	17,500.00	0.00
248-729-715.000	FICA DDA	6,488.00	3,514.47
248-729-716.000	HEALTH /LIFE INSURANCE	4,800.00	0.00
248-729-716.001	LIFE, ST/LT DISABILITY	822.00	274.97
248-729-718.000	Retirement	6,900.00	0.00
248-729-718.010	RETIREMENT MERS DC	0.00	3,696.96
248-729-723.000	WORKERS COMPENSATION	834.00	167.12
248-729-727.000	Office Supplies	2,500.00	73.08
248-729-727.030	COMPUTERS	150.00	0.00
248-729-807.000	Audit	1,600.00	1,792.39
248-729-810.000	Contracted Services - Admin.	1,542.00	1,161.32
248-729-810.011	DDA CONT. DPW/PD SERVICES	75,000.00	31,316.70
248-729-830.000	Membership & Dues	1,000.00	400.00
248-729-856.040	COMMUNICATIONS CELL PHONE FEES	540.00	255.61
248-729-866.000	Mileage	100.00	0.00
248-729-900.000	Advertising	0.00	3,384.06
248-729-920.000	Utilities	982.00	369.41
248-729-955.000	WORKSHOPS	1,700.00	200.00
248-729-955.010	MEALS	200.00	46.56
248-729-955.020	LODGING	200.00	0.00
248-729-962.000	Insurance	4,352.00	4,680.35
248-729-993.000	INTEREST	0.00	4,850.25
248-729-995.394	Transfer to Debt Service	71,181.00	0.00
Total Dept 729 - Organization/Administration		267,391.00	102,123.57
Dept 734 - BUSINESS & EVENTS			
248-734-740.000	DOWNTOWN PROMO	2,500.00	276.80
248-734-740.010	Copying	0.00	103.64
248-734-810.000	CONTRACTED SERVICES -EVENTS	20,000.00	12,139.88
248-734-810.160	CONTRACTED SERVICES-DOWNTOWN	7,500.00	7,445.09
248-734-882.000	TROLLY	10,000.00	69.75
248-734-885.000	Grant - Facade	65,000.00	8,317.01
248-734-905.000	Printing - Celebrate Oxford	1,000.00	0.00
248-734-943.000	EQUIP RENTAL	10,000.00	0.00
248-734-970.000	Capital Improvements	0.00	61,296.50
Total Dept 734 - BUSINESS & EVENTS		116,000.00	89,648.67
TOTAL EXPENDITURES		658,391.00	611,548.56
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:			
TOTAL REVENUES		477,250.00	393,887.19
TOTAL EXPENDITURES		658,391.00	611,548.56
NET OF REVENUES & EXPENDITURES		(181,141.00)	(217,661.37)

2024 DDA BILL RUN

Account Name	Account Numbers	Vendor	Amount	Description
Contr Services - DOWNTOWN	248-729-810.011	Village of Oxford	\$4,166.67	DPW - monthly
Contr Services - DOWNTOWN	248-729-810.011	Village of Oxford	\$2,096.67	Police - monthly
Copying	248-734-740.010	Village of Oxford	\$264.00	Copies
Contracted Services - Events	248-734-810.000	Lori's Pet Paradise	\$75.00	Lighting Reimbursement
Contracted Services - Events	248-734-810.000	Excel Cleaning Brothers	\$8,148.00	Christmas Lights
Advertising	248-729-900.000	Lake Orion DDA	\$730.39	Stronger Together Event Costs
Village of Oxford - Prepaid Bills		Sub Total	\$15,480.73	
Wages	248-729-704.000	Village of Oxford - wages	\$2,732.34	
FICA	248-729-715.000	Village of Oxford - FICA	\$0.00	
Retirement	248-729-718.000	Village of Oxford - 457 plan	\$115.40	
Life, ST/LT Disability	248-729-716.001	Village of Oxford - Life, ST/LT Disability	\$0.00	Life and Disability Insurance - Dearborn National (Ascend)
Medical Insurance	248-729-716.000	Village of Oxford	\$0.00	
Admin Wages	248-729-704.010	Village of Oxford- Wages	\$1,440.00	Kim's Wages
Prepaid Bills -		Sub Total	\$4,287.74	
Cell Phone Fees	248-729-856.040	Verizon	\$51.24	Monthly - Cell Phone
contracted services	248-729-810.000	Multitech	\$37.50	IT services
contracted services	248-729-810.000	Credit Card	\$20.00	Constant Contact
utilities	248-729-920.000	DTE	\$69.97	Electricity
Downtown Contracted Ser.	248-734-810.160	Cloud Cover Music	\$17.95	Cloud Cover- Music
Downtown Contracted Ser.	248-734-882.000	GPS Trackit Trolley	\$13.95	GPS
Credit Card Bills		Sub Total	\$204.61	
Contracted Services- Events	248-734-810.000	Orion Lighted Parade	\$15.00	Holiday Parade
Contracted Services- Events	248-734-810.000	Dollar Tree	\$523.54	SSS, Polar Express and Holiday Market Supplies
Contracted Services- DOWNTOWN	248-729-810.000	Canva	\$14.99	subscription charges
Memberships & Dues	248-729-830.000	Oxford Chamber of Commerce	\$30.00	Membership
Contracted Services- Admin	248-729-810.000	Amazon Prime	\$15.89	Prime Membership
Contracted Services- Admin	248-729-810.000	Google Storage	\$1.99	Storage
Advertising	248-729-900.000	Facebook	\$27.00	Advertising
Downtown Promo	248-734-740.000	Factor 4	\$39.44	Downtown Promo
Contracted Services- Admin	248-729-810.000	Microsoft	\$8.75	Office Subscription
Contracted Services Events	248-734-970.000	Meijer	\$27.86	SSS, Polar Express and Holiday Market Supplies
Contracted Services Events	248-734-810.000	Amazon	\$977.51	SSS, Polar Express and Holiday Market Supplies
		Sub Total	\$1,681.97	
		Grand Total	\$21,655.05	

Signature from Village _____

Signature from DDA _____

January 2024

Tif Checklist

TIF Residents committee

Rooftop Lighting

Arch for the Southeast Quad

County Reporting on Stats

Met with New Businesses

Talked to potential New Businesses

Updated new Info Station Maps

Attended Managers Meetings

Worked on Accreditation documents and evals

New committee members

Worked with the village on parking ideas with the Northeast Quad

Booked 7 of 10 bands and worked on sponsorships for Concerts in the park

Met and worked with Downtown LO

Received notification that Oxford was chosen to present at National in Alabama in May for our Washington Square Project

Grew social media this month and updated website

Worked with Clerk on PA57 and submitted to the state

Working with businesses to activate multiple days of the week this spring/summer



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY
ECONOMIC VITALITY COMMITTEE MEETING
Wednesday, 10 January 2024
12-1PM
Evergreens Cafe

Members in Attendance:

Members Absent:

Others in Attendance:

ECONOMIC VITALITY focuses on capital, incentives, and other economic and financial tools to assist new and existing businesses, catalyze property development, and create a supportive environment for entrepreneurs and innovators that drive local economies.

2024 GOALS

1. Increase walkability, grow the footprint of the downtown, and increase pedestrian/driver safety.
2. Foster community connection through the downtown and public spaces.
3. Utilize capital improvement opportunities to improve infrastructure within the district.
4. Explore strategic measures to increase demographic reach within the greater Oxford area, bringing people into the downtown on a sustained, regular basis.

OXFORD E/V OBJECTIVES: (adapted July 2022)

Foster and develop relationships that encourage a diverse economic base.

Create cohesiveness throughout the entire district. This should be visual, physical, auditory, obvious and include things like signs, social districts, and art projects.

MEETING AGENDA

- Roll Call
- 2024 Downtown Survey Results
- Transformation Strategy

MEETING MINUTES

ACTION ITEMS



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY
Promotions Committee Meeting
January 8th, 2024
11am
Evergreens

Members in Attendance: Kelly Westbrook, Lorry Graybeal, Leigh Ann Knaus, Holly Peifer

Members Absent: Bryce Clark, Melisa Counselis, Angie Green, Kimberly Smith

Others in Attendance:

Promotion Committee positions the downtown or commercial district as the center of the community and hub of economic activity, while creating a positive image that showcases a community's unique characteristics.

2023 GOALS

- Utilize all board member skill sets to achieve goals.
- Create a positive image of downtown Oxford.

Oxford Promotions Committee Objectives: (adapted December 2023)

To create, maintain and enhance a welcoming downtown Oxford. To help support new business by attracting people into the downtown area with events, activities and engagement.

MEETING AGENDA

1. Concerts in the Park
2. Restaurant Week
3. St. Patrick's Day
4. Trolley Sponsors
5. Summer Market
6. Activation for Washington Square

MINUTES

1. Concerts in the Park
 - a. Dates- June 13- Aug 15th, no July 4th
 - b. Opening
 - c. Concert Genres- country, big band, Beatles tribute, Motown, classic rock, dueling pianos, kids night- dj or karaoke, decades, uptown all-stars
 - d. Concert Sponsors
 - e. Budget from DDA- \$5k
2. Restaurant Week- Feb 24th- March 3rd
3. St. Patricks Day- expanding to weekend of activities
4. Summer Market
 - a. Rebrand to summer market
 - b. Vendors- start to get commitments
 - c. Dates July 11th to Aug 15th
5. Activation for Washington Square
 - a. Game Nights



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY
Promotions Committee Meeting
January 8th, 2024
11am
Evergreens

- b. Corn Hole League
- c. Line Dancing Nights
- d. Car Show



Members in Attendance: Scott Kree (Chair), Catherine Colvin (Bd. Liaison), Devoney Crockett, Lindsey Gregor, Sue Oles, Debbie Mick, Denine Wilber

Members Absent: Jason Pociask (excused), Sue Bossardet (excused)

Others in Attendance: Kelly Westbrook (Director), Kimberley Smith (Project & Media Coordinator)

DESIGN COMMITTEE focuses on creating an inviting and inclusive atmosphere that protects and celebrates the historic character of the downtown with an emphasis of fostering accessible, people-centered public spaces.

2023 GOALS

1. Utilize all board member skill sets to achieve goals.
2. Award sign and façade grants to applicable businesses.
3. Obtain grants that support the DDA design committee's mission.

OXFORD DESIGN COMMITTEE OBJECTIVES: (adapted July 13, 2023)

To create, maintain and enhance a more beautiful and welcoming downtown Oxford.

MEETING AGENDA

1. Open meeting
 - A. Welcome and attendance/introductions.
2. Action items from last meeting:
 - A. Parapets lighting update
 - B. Undecorate Truck in Washington Square
3. Current and potential grants:
 - A. Updates?
4. Budget discussion
 - A. Updates
 - B. ARPA funding
5. Upcoming events:
 - A. January/February
 - Discuss seasonal decorating schedule / new décor.
6. Placemaking:
 - Washington Square update?
 - National Main Street Conference presentation
 - The PatiO updates?
 - Centennial Park updates?
 - The Courtyard updates?
 - B. Survey results
7. Recent events:
 - A. Update?
8. Future programs, projects, seminars
 - A. TIF Plan
 - B. Main Street Accreditation
9. Close meeting

MEETING MINUTES

- Kree Opened Meeting @ 9:34am (MA#1)
- Discussions of agenda items:
 - Action items from last meeting (MA#2):
 - Parapets lighting extension (2.A)
 - Final vertical elements of lighting was installed last week. Project is completed.
 - Blu Ivy's building has been noticed to not have lights. Business owners making an effort to inform people that it was the building owners call, not Blu Ivy's. To our knowledge Blu Ivy wanted to be included in the overall lighting plan but cannot override building owner's decision on the matter.
 - Undecorate Truck in Washington Square (2.B)
 - Volunteers to get the truck ready for owner return.
 - **Thursday, January 18, 10:30AM**
 - Grants (MA#3):
 - Discussion was held: current and future Grants on hold until TIF is approved.
 - Budget (MA#4)
 - Budget is in process following outcome of TIF is assumed for final budget. (4.A)
 - ARPA Funding (4.B)
 - Change in match to 60%
 - A more Detailed plan is required for projects.
 - **Committee tasked with a list of projects to use for funding:**
 - Crosswalks (mid-block @ East and West Burdick)
 - ADA ramps @ Crosswalks on Burdick
 - Sidewalk improvements
 - Wayfinding
 - Gazebo improvement: ADA ramp, Rotting wood replacements.
 - Events (MA#5):
 - January/February (5.A)
 - Due to timing of TIF and weather – no events scheduled.
 - Spring events discussed. Committee members to submit ideas to Kelly for discussion at later meetings.
 - **Flower baskets** order time approaching
 - Colors to be Red, White, Blue/Dark Purple
 - Placemaking (MA#6):
 - Washington Square updates:
 - National Main Street Conference presentation
 - Application accepted for Washington Square presentation by Westbrook at Main Street National Conf. in May
 - Design committee members to submit picture (before/after) and information to Westbrook to help build presentation.
 - The Design Committee will review the presentation.
 - The PatiO updates:
 - None
 - Centennial Park updates:
 - The Courtyard.
 - The arch was installed.

Oxford DDA Design Committee 1/11/2023 (Cont'd)

- Survey Results (6.B)
 - A need to get people consistently into downtown on a day-to-day basis.
 - Summer ideas, weekdays:
 - Monday- Line Dancing
 - Tuesday- Cornhole League night
 - Wednesday- "Wine Down" in the PatiO
 - Thursday- Concerts in the Park (3rd year running)
 - Potential partnership with Polly Ann Peddlers to have a "bike night."
 - Trail-town objectives, Waterstone selling east portion of golf course for residential development.
 - The township could utilize the existing tunnel for trails with the opportunity of connecting to Polly Ann in Village near downtown.
 - Wayfinding/signage is important.
- Recent Events (MA#7):
 - No updates
- Future programs, projects, meetings, seminars (MA#8):
 - TIF Plan (8.A)
 - 20-year plan review process.
 - Via emails, Oxford Library is expected to opt-out.
 - Kree to distribute easy-to-read information about Tax Increment Financing to committee members (can be forwarded to business owners as needed).
 - Support needed at Village Council Meeting, February 13, 2024, for public hearing.
 - Main Street Accreditation (8.B)
 - Committees asked to attend, Design committee time: Thursday, February 8, 2024, @10AM; alternate time: 2:15-2:45PM for those that cannot attend morning session.
- Close Meeting (MA#9)
 - **Next meeting will be at same time as MSOC accreditation.** Agenda information will be distributed as needed (could be a potential sign grant application submission).
 - Kree closed meeting at 10:30AM

ACTION ITEMS

- *Truck undecorate: **Thursday, January 18 @ 10:30AM***
- *MSOC Accreditation **Thursday, February 8 @10AM or 2:15PM***
- *TIF Public Hearing **Tuesday, February 13 @ 7PM***
- *Increase awareness about TIF process and need for approval with minimal opt-outs.*
- *List projects and detailed location for ARPA funding*
- *Flower baskets to be ordered – RWB colors.*
- *Picture/info submission for Washington Square presentation*

This concludes the meeting report for the **January 11, 2024**, Oxford DDA Design Committee Meeting.

Respectfully submitted,



Scott E. Kree

Oxford DDA Design Committee Member/Chair

Village of Oxford
Downtown Development Authority

At a regular meeting of the Village of Oxford Downtown Development Authority (the DDA), held in the Village of Oxford Hall, in Oxford, Michigan, on **January 15, 2024 at 4:00 p.m.**

The following preamble and resolution were offered and motioned by: _____ and seconded by: _____.

RESOLUTION TO ADOPT THE 2024 AMENDED DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN AND SUBMISSION OF PLAN TO VILLAGE COUNCIL

WHEREAS Section 214 of PA 57 of 2018, the Recodified Tax Increment Financing Act (the Act) requires that when the DDA determines necessary for the achievement of the purposes of the Act, it shall prepare and submit an amended tax increment financing plan, including an amended development plan to the governing body of the municipality; and

WHEREAS the proposed Oxford DDA 2024 Amended Development Plan and Tax Increment Financing Plan, dated January 2024 has been prepared pursuant to the provisions of PA 57 of 2018 and meets the requirements of that Act; and

WHEREAS the proposed Oxford DDA 2024 Amended Development Plan and Tax Increment Financing Plan is necessary to enable the continued capture of tax increment revenues to be used to support redevelopment and reinvestment in the development area, as envisioned in the Amended Development Plan, and Village of Oxford Master Plan; and

WHEREAS the proposed Oxford DDA 2024 Amended Development Plan and Tax Increment Financing Plan provides for implementation of public improvements and actions designed to promote economic growth for the Village, the DDA and the Development Area.

NOW THEREFORE BE IT RESOLVED by the Board of the Village of Oxford Downtown Development Authority that the proposed Oxford DDA 2024 Amended Development Plan and Tax Increment Financing Plan, dated January 2024, as presented (or with the following revisions: _____) is hereby approved. Further, the DDA hereby transmits said Plan to the Oxford Village Council and asks that the Village Council proceed with the process for approval as specified in PA 57 of 2018, including holding a public hearing on the Plan, as required and in compliance with the Act.

AYES:

NAYS:

Approved: January 15, 2024

By the Village of Oxford Downtown Development Authority

By: _____
Rod Charles, Chairperson

Oxford DDA - Kimberly Smith

From: Kelly Westbrook
Sent: Thursday, January 4, 2024 9:05 AM
To: bryceclark521@gmail.com; ccolvin@oxfordtownship.org; dadscholz@aol.com; gcarey@mml.org; hindella@hotmail.com; jcharles04@charter.net; Kelly Westbrook; Kelsey Cooke; marie@homegrownbrewco.com
Cc: Oxford DDA - Kimberly Smith
Subject: Eval Schedule- February 8th

Hi all- Below you will find our eval schedule for February 8th. I slotted the board time over lunch, hoping everyone can set aside time. I will have a zoom link the entire day, so if you can not make it in person, not to worry!

I appreciate you all so much! Please RSVP for lunch so I know how many.

Kel

Main Street Evaluation for Oxford, 2024

AGENDA/SCHEDULE
February 8th, 2024
Village/DDA Offices
22 W Burdick Street, Oxford, MI

9:00a – 9:15a Quick Intro - Kelly and Kimberly
9:15a - 10:00a Meeting with businesses – Bagels & Coffee Provided (Village Offices & Zoom)
10:00a - 11:00a Meeting with committees (Village Offices & Zoom)
11:00a - 11:15a Break
11:15a - 1:00p Lunch and meeting with the Board (Location TBD)
1:00p - 1:30p Meeting with Kelly & Kimberly
1:30p - 2:00p Meeting with Kelly & Joe Madore- Village Manager
2:00p – 2:15p Break
2:15p - 2:45p Catch up for those who cannot attend earlier slots (TBD) (Village Offices & Zoom)
2:45p - 4:00p Working Session - Evaluation
4pm – 4:30p Wrap and announcement (Village Offices & Zoom)

Kelly Westbrook

Executive Director
Oxford DDA
c- 248-770-8587
o- 248-628-9941