



**Village of Oxford
Downtown Development Authority
Meeting Minutes
Monday, August 19th, 2024, at 7:00 pm
Village of Oxford Council Chambers: 22 W. Burdick St, Oxford MI 48371**

1. **Call to Order:** Chairperson Scholz called the meeting to order at 7:00pm.
2. **Pledge of Allegiance**
3. **Roll Call Attendance:**
Members Present 5: Rod Charles, Catherine Colvin, Marie Powers, Jacob Nicosia, and Pete Scholz.
Members Absent 3: Bryce Clark, Leigh Ann Knauss, Holly Pifer, Scott Taylor
Staff Present: DDA Director Kelly Westbrook, Joe Madore
4. **Public Comment on Non-Agenda Items:**
5. **Consent Agenda:**
 - a. **Motion:** by Charles/Powers approve the proposed agenda.
Vote: Ayes: 5. Nays: 0.
Motion: by Powers/Colvin to approve the May 2024 meeting minutes, and to receive and file the police and code enforcement reports.
Vote: Ayes: 5. Nays: 0. Motion carried.
6. **Financials:**
Motion: by Powers/Charles to receive and file the financial statements and the revenue expenditure reports, and to pay the May bills in the amount of \$21,284.05
Roll call vote: Ayes: 5. Nays: 0. Motion carried.
7. **DDA Reports:**
 - a. Organization Committee report - Charles
 - b. Economic Vitality Committee report - Charles
 - c. Promotions committee report - Westbrook
 - d. Design Committee – Colvin
 - e. Executive Director’s report - Westbrook
8. **Unfinished/Old Business:**
 - a. none
9. **New Business:**
 - a. ARPA Funding
Motion: Colvin/Charles to approve the resolution, approving accepting ARPA funding from the county, exactly written in the board packet.
Roll call vote: Ayes: 6. Nays: 0. Motion carried.

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



Motion: by Scholz/Colvin to recommend that Village Council approve the use of their SAM number, in order to sign the ARPA funding agreement.

Roll call vote: Ayes: 5. Nays: 0. Motion carried.

b. Crosswalks Project

Westbrook and Scholz talk about new cross walk designs and bidding process.

c. Façade Grant- 65 S Washington

Westbrook and Colvin present façade grant and recommendation from design committee

Motion: by Colvin/Powers to grant a \$5,000 Façade grant and a \$1,000 Back- Façade grant to 65 S Washington.

Roll call vote: Ayes: 5. Nays: 0. Motion carried.

10. **Extended public comment:** none

11. **Board members comments**

12. **Motion to adjourn** by Charles at 8:16pm.

Vote: Ayes: 5. Nays: 0. Motion carried.

Next DDA Board regular meeting: Monday, September 16th, 2024, at 7:00pm