



Topic: DDA July Board Meeting

1. Call meeting to order
2. Pledge of Allegiance
3. Roll Call: Pete Scholz, Rod Charles, Marie Powers, Ashley Ross, Holly Pifer, Scott Taylor, Jae Choi, Melisa Counelis
4. Public Comment on non-agenda items (3-minute limit)
5. Consent Agenda:
 - a. Approval of proposed agenda
 - b. Approval of June 2026 meeting minutes
 - c. Police Report
 - d. Code Enforcement Report
6. Financials
 - a. Financial statements & revenue expenditure reports
 - b. Bills: June 2026 **(\$49,500.54)**
7. DDA reports
 - a. Org Committee Report – met June 23rd
 - b. EV Committee Report – did not meet
 - c. Promo Committee Report – met July 13th
 - d. Design Committee Report – met July 1st
 - e. America 250/Oxford 150 Committee – met June 25th
 - f. Executive Director's Report
8. Unfinished/Old Business
 - a. ARPA Grant
 - b. Skyline Lights



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY

Board Meeting
July 20th, 2026
7pm
Village Offices

9. New Business

a. Cameras in Washington Square

10. Items moved from consent agenda

11. Board Member Comments

12. Extended Public Comment

13. Adjourn

Next DDA Board regular meeting: **August 17th, 2026**



1. Call meeting to order: Board Chair Pete Scholz called meeting to order at 7:00pm

2. Pledge of Allegiance

3. Roll Call, Members Present: 6

Pete Scholz, Scott Taylor, Jae Choi, Ashley Ross, Melisa Counelis, Marie Powers

Members Absent: Rod Charles, Holly Pifer

Others Present: Executive Director Kimberly Smith, Village Manager Joe Madore

4. Public Comment on non-agenda items (3-minute limit): None

5. Consent Agenda:

- a. Approval of proposed agenda
- b. Approval of May 2026 meeting minutes
- c. Police Report
- d. Code Enforcement Report

Motion: Ross/Taylor to approve file agenda items 5 a, b, c, and d.

Vote: Ayes: 6. Nays: 0. Motion carried

6. Financials

- a. Financial statements & revenue expenditure reports
- b. Bills: May 2026 **(\$57,357.34)**

Motion: Ross/Powers to approve file agenda items 5 a and b.

Roll Call Vote: Ayes: 6. Nays: 0. Motion carried

7. DDA reports

- a. Org Committee Report – did not meet this month
- b. EV Committee Report – did not meet this month
- c. Promo Committee Report – Counelis/Smith reported
- d. Design Committee Report – did not meet this month
- e. America 250/Oxford 150 Committee – Ross reported
- f. Executive Director's Report – Smith reported



8. Unfinished/Old Business

a. ARPA Grant –

1. **Gazebo-** Smith reported that project went out to bid. No bidders on this project. Project will not move forward at this time.

2. **Sidewalks-** final sealing of stamped concrete was done and looks good. Team walked the SW quad rear sidewalks for estimate to fulfill ARPA grant activities.

Motion: Scholz/Counelis to award contract to BSI for sidewalk improvement project not to exceed \$57,221.00 as a continuation of the ARPA project.

Roll Call Vote: Ayes: 6. Nays: 0. Motion carried

b. Trolley – Smith reported that the trolley has been sold for \$4900.

c. Skyline Lights – Smith reported that project went out to bid and the successful bidder was Excel Bros. Working together to get agreements and begin work.

9. New Business

a. Fence

Motion: Taylor/Powers to approve the installation of a new fence in the NW quad not to exceed \$11,454.10

Roll Call Vote: Ayes: 6. Nays: 0. Motion carried

b. Snow Plow

Motion: Ross/Taylor to approve up to \$59,683.20 for the purchase of a new snow plow to support pedestrian safety

Roll Call Vote: Ayes: 6. Nays: 0. Motion carried

c. Tree Approval

Motion: Counelis/Powers to approve up to \$2800 for purchasing and planting of 2 trees (to be done in the fall) to replace dying trees.

d. Marketing Consultant First Installment



Village of Oxford
Oxford Downtown Development Authority
Board Meeting Minutes
June 15, 2026
Village of Oxford: Council Chambers 22 W. Burdick

Motion: Scholz/Taylor to make first payment of \$5000 to marketing consultant.

Roll Call Vote: Ayes: 6. Nays: 0. Motion carried

10. Items moved from consent agenda: None

11. Board Member Comments: Comments around welcoming summer and concerts
kicking off

12. Extended Public Comment: None

13. Adjourn:

Motion: Scholz/Taylor to adjourn meeting at 7:38pm.

Next DDA Board regular meeting: **July 20th, 2026**

OXFORD VILLAGE POLICE DEPT.

POLICE CHIEFS REPORT

2026-June

Michael D. Solwold-Chief

MONTH						YEAR TO DATE		
	June 2026	June 2025	CHG	2026	2025	DIFF		
CALLS FOR SERVICE	437	339	98	3061	2977	84		
CITATION/WARNING	429	301	128	2414	1997	417		
ACCIDENTS	9	5	4	42	33	9		
	POSITION	#						
	CHIEF	1						
	OFFICERS/FT	6						
	OFFICERS/PT	5						
	Service Aid	2						
	Reserves	8						
	TOTAL	22						

Below is designated for crime-specific stats:

Malicious Destruction of Property	
Fraud	
Reckless Driving	

Ordinance Enforcement Report

June-26

Location / Address	Description	Date Opened	Date Revisited	Date Closed	Comments / Action Taken
18 Stanton	Grass/dumpster	6/2/26	6/3/26	6/3/26	Fortress Dump will be removed
77 N.Wash	Grass	6/3/26			Sent email to Dave Parker
27/29 Stanton	Grass/have until 6/11/26	6/3/26			Violation left on both f/doors
77 N.Wash	Truck exp.plate	6/3/26		6/3/26	Spoke to James Garris
14 Davision St	Abandon grass/soffits	6/3/26			Left message last 4 5521 Brian
Broadway/Pearl	Grass	6/3/26			Will contact next week.
22 Lafayette	Privacy Fence	6/3/26			Tx Major Murray
22 Lafayette	Privacy Fence	6/10/26			Griffen Fence will be out this week
12 Pearl	Unkempt yard	6/4/26	6/10/26		Yard cut.
85 Dayton	Permit for chickens	6/10/26			Spoke to Katelyn Ellis will be out this week.
46 Lafayette	Grass	6/10/26			Will contact next week.
10 Pleasant	Chickens	6/10/26	6/25/26		PAID w/check. Reciept emailed
920 Abingdon	Grass	6/10/26			Grass in backyard spoke w/both Megan/Michael
642 Thornhill	Grass	6/10/26			Left violation
22 Lafayette	Grass	6/16/26	6/22/26		Left violation
408 Sunset	Grass	6/10/26			Looked cut
975 Leighton	Grass	6/16/26			Left violation
981 Leighton	Grass	6/16/26			Left violation
40 N.					
Washington	Gordon's Thermo Trailer	6/16/26			Owner advised it will be removed end of week.
57 Broadway	Grass	6/16/26			Left violation
Mechanic	Vehicle on grass	6/16/26			Vehicle in driveway.
2 Pleasant	Trash next to hydrant	6/23/26	6/25/26		trashed moved away from hydrant.
8 Pontiac	Motocycle 4 sale	6/23/26			Ian Titus removed.
77 N.Wash	Grass violation	6/23/26			Email sent to R.Robertson
70 Burdick	Grass violation	6/23/26			Grass violation left.
25 Crawford	Chimney repair	6/23/26			Advised Kim
Broadway/Pearl	Grass	6/23/26			Spoke to Jesse @ Summer
70 E. Burdick	Grass	6/25/26			Sundae's will take care of.
					Ayad txd will be in on 6/29/26

[illegible]

TRIAL BALANCE REPORT FOR VILLAGE OF OXFORD
Balance As of 06/30/2026

GL Number	Description	Normal	YTD Balance 06/30/2025 (Abnormal)	25-26 Amended Budget	Period Balance 06/30/2026 DR (CR) Normal (Abnormal)
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Account Category: Assets					
Department: 000					
248-000-001.000	CASH AND INVESTMENTS		911,372.30		1,105,909.93
248-000-028.000	Taxes Rec Del Personal		14,705.26		14,705.26
248-000-028.100	Allowance for Del Taxes Rec		(2,866.44)		(2,866.44)
248-000-123.000	Prepaid Expenses		132.24		0.00
Total Department 000:			923,343.36		1,117,748.75
Assets			923,343.36		1,117,748.75
Account Category: Liabilities					
Department: 000					
248-000-202.000	ACCOUNTS PAYABLE		4,478.33		(9,720.54)
248-000-254.000	GIFT CARD PAYABLE		1,758.52		(715.21)
248-000-339.000	Deferred Revenue		11,838.82		(11,838.82)
248-000-339.100	UNEARNED REVENUE		62,874.12		(62,874.12)
Total Department 000:			80,949.79		(85,148.69)
Liabilities			80,949.79		(85,148.69)
Account Category: Fund Equity					
Department: 000					
248-000-390.000	Fund Balance		457,730.95		(842,393.57)
Total Department 000:			457,730.95		(842,393.57)
Fund Equity			457,730.95		(842,393.57)
Account Category: Revenues					
Department: 000					
248-000-402.010	Village Revenue		229,312.23	274,019.00	(237,378.97)
248-000-402.020	DDA CAPTURE OTHER UNITS		365,526.41	291,000.00	(385,847.09)
248-000-412.000	Delinquent Property Taxes		27,418.08	18,000.00	(28,118.66)
248-000-445.000	PENALTY AND INTEREST ON TAXES		0.00	0.00	(316.95)
248-000-528.000	OTHER FEDERAL GRANTS		37,625.88	0.00	0.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION		49,260.08	37,000.00	(16,132.60)
248-000-581.000	LOCAL GRANT		6,000.00	43,500.00	(52,500.00)
248-000-581.020	LOCAL GRANT		600.00	0.00	0.00
248-000-654.010	TROLLY		0.00	10,000.00	1,424.63
248-000-665.000	Interest Earnings		11,875.76	7,000.00	(31,014.43)
248-000-669.000	INVESTMENT GAINS/LOSSES		21,441.34	8,000.00	(9,046.43)
248-000-673.000	Sale of Fixed Assets		0.00	0.00	(4,454.00)
248-000-674.000	Donations		54,796.25	12,000.00	(49,312.37)
248-000-676.000	REIMBURSEMENTS		0.00	0.00	159.39
248-000-677.000	MISCELLANEOUS		96.76	0.00	(14.36)
Total Department 000:			803,952.79	700,519.00	(812,551.84)
Revenues			803,952.79	700,519.00	(812,551.84)
Account Category: Expenditures					
Department: 728 ECONOMIC DEVELOPMENT					
248-728-740.010	Copying		169.96	0.00	0.00
Total Department 728:			169.96	0.00	0.00
Department: 729 Organization/Administration					
248-729-704.000	Wages		87,624.39	71,213.00	90,069.04
248-729-704.010	ADMIN WAGES		0.00	28,000.00	0.00
248-729-705.000	CLERICAL		0.00	5,000.00	0.00
248-729-715.000	FICA DDA		7,009.36	7,972.00	7,196.19
248-729-716.000	HEALTH /LIFE INSURANCE		4,000.00	4,800.00	4,000.00
248-729-716.001	LIFE, ST/LT DISABILITY		328.44	827.00	787.45
248-729-718.000	Retirement		0.00	7,121.00	0.00
248-729-718.010	RETIREMENT MERS DC		7,005.73	0.00	6,790.23
248-729-723.000	WORKERS COMPENSATION		667.64	810.00	667.00
248-729-727.000	Office Supplies		275.97	500.00	115.41
248-729-727.030	COMPUTERS		0.00	0.00	2,241.87
248-729-730.000	Postage - Newsletter		0.00	100.00	0.00
248-729-740.000	Operating Supplies		4,517.67	1,000.00	956.35
248-729-740.140	OPERATING SUPPLIES		1,598.61	0.00	3,306.17
248-729-807.000	Audit		1,939.07	1,800.00	2,366.93
248-729-810.000	Contracted Services - Admin.		5,190.54	3,806.00	6,329.35
248-729-810.011	AUDITING & DISTRICT MAINT.		74,461.44	100,000.00	60,437.46
248-729-830.000	Membership & Dues		615.89	600.00	1,808.24

TRIAL BALANCE REPORT FOR VILLAGE OF OXFORD
Balance As of 06/30/2026

GL Number	Description	YTD Balance 06/30/2025		25-26 Amended Budget	Period Balance
		Normal	(Abnormal)		DR (CR) Normal (Abnormal)
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Account Category: Expenditures					
Department: 729 Organization/Administration					
248-729-856.040	COMMUNICATIONS CELL PHONE FEES	795.79		1,400.00	914.66
248-729-866.000	Mileage	234.74		400.00	245.10
248-729-900.000	Advertising	3,905.78		2,500.00	2,111.61
248-729-905.000	Printing & Publications	0.00		100.00	176.00
248-729-920.000	Utilities	872.84		850.00	865.50
248-729-955.000	WORKSHOPS	2,199.19		1,200.00	2,930.47
248-729-955.010	MEALS	762.19		500.00	936.76
248-729-955.020	LODGING	148.75		1,000.00	680.77
248-729-962.000	Insurance	5,523.90		4,323.00	5,784.60
248-729-970.000	Capital Improvements	0.00		0.00	20,910.31
248-729-970.100	ARPA	0.00		0.00	259,111.53
248-729-991.000	Principal	63,800.00		0.00	0.00
248-729-992.000	Fees	150.00		0.00	0.00
248-729-993.000	INTEREST	7,960.50		0.00	0.00
248-729-995.394	Transfer to Debt Service	0.00		70,804.00	0.00
Total Department 729:		281,588.43		316,626.00	481,739.00
Department: 734 BUSINESS & DEVELOPMENT					
248-734-727.000	Office Supplies	0.00		0.00	82.87
248-734-740.000	DOWNTOWN PROMO	1,286.90		0.00	477.55
248-734-740.010	Copying	0.00		1,000.00	0.00
248-734-810.000	CONTRACTED SERVICES -EVENTS	41,338.90		35,000.00	25,930.39
248-734-810.160	CONTRACTED SERVICES-DOWNTOWN	20,726.56		0.00	96,254.84
248-734-882.000	TROLLY	13,144.56		10,000.00	(6,951.48)
248-734-885.000	Grant - Facade	16,287.00		60,000.00	20,616.95
248-734-900.000	HOLIDAY ADVERTISING	0.00		10,000.00	0.00
248-734-905.000	Printing - Celebrate Oxford	0.00		2,500.00	0.00
248-734-943.000	EQUIP RENTAL	1,429.98		0.00	1,292.42
248-734-970.000	Capital Improvements	7,156.48		250,000.00	2,902.81
248-734-970.100	ARPA	36,161.40		0.00	0.00
Total Department 734:		137,531.78		368,500.00	140,606.35
Expenditures		419,290.17		685,126.00	622,345.35
Total Fund 248:					
TOTAL ASSETS		923,343.36			1,117,748.75
BEG. FUND BALANCE		457,730.95			842,393.57
+ NET OF REVENUES & EXPENDITURES		384,662.62		15,393.00	190,206.49
= ENDING FUND BALANCE		842,393.57			1,032,600.06
+ LIABILITIES		80,949.79			(85,148.69)
= TOTAL LIABILITIES AND FUND BALANCE		923,343.36			1,117,748.75
Total All Funds		0.00		15,393.00	0.00

Account Name	Account Numbers	Vendor	Amount	Description
Contr Services - Downtown	248-729-810.011	Village of Oxford	\$8,333.33	Auditing and District Maintenance June 2026
Mileage	248-729-866.000	Mileage for MDA Conference	\$285.65	Mileage for MDA Conference
Contr Services - Downtown	248-734-810.000	Jena Connell	\$970.00	Line Dancing 6/15 & 6/22
Advertising	248-729-900.000	New Moon Visions, Inc.	\$5,000.00	Rebranding First Installment
Contr Services - Downtown	248-734-810.160	Bronner's Commerical Display	\$1,416.50	Downtown Banners and Hardware
Grants	248-734-885.000	O Town Fitness	\$1,500.00	Sign Grant Reimbursement
Contr Services - Downtown	248-734-810.000	Taylor Comeau	\$460.00	Line Dancing 6/29
Contr Services - Downtown	248-729-710.000	Civic Plus	\$2,308.27	Social Media Archiving
Capital Improvements	248-734-970.000	MDOT	\$1,524.94	Streetscape Design 2020
Downtown Contracted Serv. - Events	248-734-810.160	Vincent Persichetti	\$1,200.00	Road Crew Band - June 18th Concert
Downtown Contracted Serv. - Events	248-734-810.160	Gary Herzenstiel	\$1,000.00	RSO Band - June 25th Concert
Downtown Contracted Serv. - Events	248-734-810.160	Jordan Ackerman	\$900.00	Uptown All Stars - July 9th Concert
Capital Improvements	248-729-970.000	Express Metal Coatings	\$3,100.00	Powder Coating Park Benches
		Sub Total	\$27,998.69	
Village of Oxford - Prepaid Bills				
Wages	248-729-704.000	Village of Oxford - wages	\$5,377.24	Kimberly's Wages
FICA	248-729-715.000	Village of Oxford - FICA	\$643.92	
Retirement	248-729-718.010	Village of Oxford - 457 plan	\$537.72	
Life, ST/ILT Disability	248-729-716.001	Village of Oxford - Life, ST/ILT Disability	\$65.50	Life and Disability Insurance - Dearborn National (Ascend)
Medical Insurance	248-729-716.000	Village of Oxford - Medical	\$400.00	
Admin Wages	248-729-704.010	Village of Oxford- Wages	\$2,640.00	Jess' Wages
		Sub Total	\$9,664.38	
Prepaid Bills -				
Cell Phone Fees	248-729-856.040	Verizon	\$110.00	Monthly - Cell Phone
contracted services	248-729-810.000	Blue Skies Tech Group	\$47.50	IT services
utilities	248-729-920.000	DTE	\$80.00	Electricity
Downtown Contracted Ser.	248-734-810.160	Cloud Cover Music	\$18.95	Cloud Cover- Music
Downtown Contracted Ser.	248-000-254-000	Factor 4	\$25.00	Online Hosting Fee -- Gift Cards
Downtown Contracted Ser.	248-734-810.160	CiviCRM	\$15.00	CRM Sytem
		Sub Total	\$296.45	
Credit Card Bills				
Downtown Contracted Serv. - Events	248-734-810.000	Various	\$60.00	Bingo Prize Gift Cards
Meals	248-729-955.000	Various	\$56.56	Conference Meals
Downtown Contracted Serv. - Events	248-734-810.000	Dollar Tree	\$13.52	Flower Contest Winner Prizes
Lodging	248-729-955.020	Nichols Hotel	\$59.38	Hotel for MDA Spring Conference
Downtown Contracted Serv. - Events	248-734-810.000	Amazon	\$267.04	Umbrellas
Downtown Contracted Serv. - Events	248-734-810.000	Amazon	\$78.42	America 250 Event Supplies
Materials	248-734-787.000	Tractor Supply	\$10.94	Planter Supplies
Office Supplies	248-734-727.000	Amazon	\$114.46	Folding Tables for Events
Downtown Contracted Serv. - Events	248-734-810.00	Amazon/Target	\$204.63	Event Supplies
Workshops	248-729-955.000	EventBrite	\$105.00	MSOC Main Event Tickets
Downtown Contracted Serv. - Events	248-734-810.000	Walgreens	\$22.52	Kiosk Posters
Contr Services - Downtown	248-734-810.160	Ace Hardware	\$587.72	Potting Soil
		Sub Total	\$49,500.54	
		Grand Total	\$49,500.54	
Signature from Village _____				
Signature from DDA _____				



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY

Promotions Committee Agenda

July 13, 2026

9 am

Evergreens

Members in Attendance: Holly Pifer, Melisa Counelis, Angie Green

Members Absent: Chris Zitny

Others in Attendance: Jess Dickieson, Ava – DDA Intern, Kimberly Smith – Executive Director

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.

2026 GOALS

Per our last meeting here are the items we have discussed as 2026 goals/actions based on the strategic action plan:

- Create **placed based experiences** that align with market audience
- **Volunteer Outreach**- how to get more volunteers
- **Business Owners Outreach**- how to create synergies, communication etc...
- Implements Marketing and Communications plan once created

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. Committee Leader/Volunteers – Holly has contact for Oxford NHS, volunteers are trickling in for summer, fall and winter events. Promo Committee is continuing to look for a chairperson. Jess/Kimberly will continue to lead meetings in the interim.
2. Promotional Plan for Poly Ann Trail- Larry Buss, owner of Oxford Bike Shoppe, is thinking about a place in downtown to put a bike fit-it station. Kimberly is working on setting a meeting up with an Oakland County representative to discuss how Oxford can become a Trail Town.
3. DIA Art Stroll – September Date, TBD – DDA will be working an event to help showcase the DIA art that the district has on loan until October. The event would have a DIA docent-led walk to view the pieces around the district. Meanwhile, in businesses DDA is hoping to have local artists set up as pop up vendors so as people pop in to shop and dine they can also view local art.
4. Scarecrow Fest – October 3rd – Discussion around what we should keep as staples of the festival and how to work in fresh, new ideas to keep the festival something desirable to attend. The day of the Festival is changing from Sunday to Saturday based on feedback from business owners and community members. Committee members have homework to come back next month with ideas for the festival as well as ideas for the theme for the scarecrows to be on display at businesses.



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY

Promotions Committee Agenda

July 13, 2026

9 am

Evergreens

-
5. Downtown Gift Cards- Discussion around if downtown gift cards are even wanted by the community and if we should change providers are discuss discontinuing the program all together.
 6. Poker Run vs. Monopoly
Discussion around instead of a Poker Run creating an Oxfordopoly game where community members would receive a board and if they make purchases at participating businesses they will receive a sticker to start "acquiring properties". Angie Green has volunteered to take on gathering information on how to make this game happen.



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY
DESIGN COMMITTEE MEETING

July 1, 2026

9:30 AM

Oxford DDA Offices

Members in Attendance: Scott Kree (*Chair*), Debbie Mick, Holly Pifer, Joe Latozas

Members Absent: Sue Bossardet (excused), Devoney Crockett (excused), Marie Power (excused)

Others in Attendance: Kimberly Smith (*Executive Director*)

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.

GOALS (*established in 2023*)

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
 2. Action items from last meeting
 3. Current and potential grants
 4. Budget discussion
 5. Other Agenda Items
 6. Placemaking
 7. Home & History Ad Hoc Committee Update
 8. Upcoming Events
 9. Recent Events
 10. Future programs, projects, seminars
 11. Close Meeting
-

MEETING MINUTES

1. Open meeting
 - A. Kree opened the Oxford DDA Design Committee (DC) meeting at 9:38 AM.
 - B. Lynn Boonen moving out of state
2. Action items from last meetings:
 - A. No Meeting in June
 - B. See info on didactics below (item #7)
3. Current and potential grants:
 - A. DDA was awarded \$20k grant from Oakland County
4. Budget discussion
 - A. N/A
5. Other Agenda Items:
 - A. Intern – Ava started
 - B. Trolley was sold

Oxford DDA Design Committee 5/6/2026 (Cont'd)

- C. Goals:
 - I. \$20k grant for trail town (include wayfinding)
 - II. Bike repair area
- 6. Pedestrian safety:
 - A. Program ideas
 - I. Went through strategic goals which are mostly based around pedestrian safety.
- 7. Placemaking:
 - A. Kiosk/Info Hub/Welcome Center
 - I. Existing Kiosks moved to/near parking lot areas
 - II. New kiosks/information boards to be purchased and put in original kiosk locations (this is a goal for a future budget year)
 - B. Centennial Parks Update – Gazebo
 - I. No bids. Ramp project is on hold indefinitely
 - C. Other – Painting discounts for façades, floral services
- 8. Ad Hoc Committee Update:
 - A. *America 250 MI/Village 150*:
 - I. Didactics updates:
 - a. Need building owners contacted for approvals – Smith has 2 locations/properties approved (can proceed with those if finished), Smith working with other owners
 - b. Latozas sent out updated pricing in June that will be used
 - c. Kree has a graphic specialist working on finals (no charge)
- 9. Upcoming Events:
 - A. July
 - I. 150 celebration 7/8
 - II. Time capsule 7/9
- 10. Recent Events
 - A. MSOC event went well
- 11. Future programs, projects, seminars
 - A. N/A
- 12. Close Meeting
 - A. Kree closed the DC meeting at 10:15AM

ACTION ITEMS

- ***Kree will get didactic finished and pass on to DDA***
- ***150 events 7/8-7/9***

The submitted information herein concludes the meeting report for **Wednesday, July 1, 2026**, of the DDA Design Committee Meeting. The next DDA Design Committee meeting will be held on **Wednesday, August 5, 2026**, pending agenda items and sufficient quorum.

Respectfully submitted,



Scott E. Kree
Oxford DDA Design Committee Chair/Member



Members in Attendance: Debbie, Regina, Kimberly, Ashley, Jenine, Drew

2026 Goal

Seek to discover and promote our community's connections to its past to support the Oxford DDA's Mission, Vision, and Transformation Strategy.

Purpose

The Oxford Community will be known for its appreciation, knowledge, and celebration of its historical past.

Meeting Agenda

- New Business
 -
- Old Business
 - Events Updates - Regina
 - Flag retirement = positive event
 - Leftover crafts redeployed at July 9th event
 - Dunk a Red Coat
 - Delivered tomorrow
 - July 8 Declaration of Independence Reading
 -
 - Give aways-DAR
 - Signing Independence
 - Read
 - July 9
 - Totebags, first come, first served bags
 - Crafts from Flag Retirement
 - Announcements
 - National Anthem
 - Proclamation America250/150
 - Time Capsule
 - Cannon
 - Photo op at church
 - SAR
 - Band - end at about 8pm
 - Time capsule discussion
 - Pep rally on September 11 - new flagpole
 - State Historic Marker
 - Didactics

Action Items (Items to do before next meeting)

- Next meeting August 6 at noon



Key items to note this month:

- **Meetings**
 - Met with Oakland County Economic Development Director
 - Attended 250/150 Sub Committee, Promo and Design Committee Meetings
- **Grants**
 - Oak Co Tech Grant- Marketing Consultant was retained and plan is being developed
 - ARPA- final phase will kick off July 28th
 - Received \$20,000 for Main Street Momentum Rural Hub Grant
- **Sponsorships**
- **Awards**
- **Business Attraction/Retention**
 - Met with current business owners on concerns, opportunities to partner
- **Community Engagement**
 - Continuing podcast with business owners and key partners
 - America250/Oxford150 Event Planning and Implementation
 - Chamber Golf Outing- Lowest score 3rd year in a row!
 - Attend Chamber coffee connects and mix and mingles
 - Attended Historical Boulder unveiling at Whimsy
 - Attended Koenig Community Appreciation Day
 - Attended Lisa McClain visit to Oxford
 - Attended ribbon cutting events within DDA district
 - Attended Nationwide Synchronized Constitution Reading- July 8th
- **Training/Development**
- **Beautification**
 - Skyline lights- working on property owner approvals
 - Brought on IT consultant to get sound system online and functional, researching options if this is not a successful endeavor
 - America In Bloom on site assessment July 16th
- **Events**
 - Partnered Events
 - All American Restaurant Week and Pub Crawl June 26th, 250/150 Dunk Tank June 26th
 - National Senior Day- August 21st with Parks & Rec
 - Concerts and market kicked off June 18th
 - July 9th Oxford 150 Celebration and Concert was a big success
- **Business Development**
 - Joint DDA, Chamber, Thrive- Marketing training session June 16th
 - Joint DDA, Chamber- SBA information session July 20th
 - Insurance for Small Business September 21st
 - Retail trends- October 19th
- **Volunteers**
 - Working on training materials for volunteers, committees and board members
 - Need more volunteers!!



OXFORD DOWNTOWN DEVELOPMENT AUTHORITY

Executive Director Report

July 20, 2026

-
- Other
 - Kicked off July month long DIA Inside Out Selfie Challenge
 - Have access to BS&A for reporting, received training