



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

2. **Pledge of Allegiance**

3. **Roll Call, Member Present 8:**

Pete Scholz, Rod Charles, Marie Powers, Ashley Ross, Holly Pifer, Scott Taylor,

Jae Choi, Melisa Counelis

**Member Absent:** Jake O'Brien

**Others Present:** Executive Director Kimberly Smith, Admin & Promo Coordinator Jess Dickieson

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

5. **Consent Agenda:**

- a. Approval of proposed agenda
- b. Approval of December 2025 meeting minutes
- c. Police Report
- d. Code Enforcement Report

**Motion:** Ross/Taylor to approve file agenda items 5 a, b, c, and d. Add agenda item 9i requested by Ross for Executive Director Performance Review.

**Vote:** Ayes: 8. Nays: 0. Motion carried

6. **Financials:**

- a. Financial statements & revenue expenditure reports
- b. Bills: December 2025 **(\$19,022.20)**

**Motion:** Ross/Powers to approve and file agenda items 6 a and b.

**Roll Call Vote:** Ayes: 8. Nays: 0. Motion carried

7. **DDA reports:**

- a. **Org Committee Report:** Ross reported
- b. **EV Committee Report:** Did not meet this month
- c. **Promo Committee Report:** Pifer/Smith reported
- d. **Design Committee Report:** Powers reported
- e. **American 250/Oxford 150 Committee:** Ross reported
- f. **Executive Director's Report:** Smith reported



**8. Unfinished/Old Business:**

**a. Trolley Status Update**

Discussion around potential purchasers of trolley. Board requested to list trolley on auction site and contact trolley broker as the weather breaks.

**9. New Business:**

**a. Powder Coating Update**

All benches and trash cans have been picked up and are starting the process of powder coating

**b. Accreditation Reminder**

Reminder that board is invited to accreditation happening on Thursday, January 22<sup>nd</sup>.

**c. Grant Revisions**

Scott Kree, DDA Design Committee, presented revisions made to the three grants that DDA offers (sign, façade and back entrance). Board voted to approve revisions.

**Motion:** Charles/Taylor to change verbiage in application only every 2 years for sign grant

**Vote:** Ayes: 0. Nays: 8. Motion denied

**Motion:** Ross/Charles to change verbiage in application to every 2 years incorporating previous motion to approve other changes for sign grant

**Vote:** Ayes: 8. Nays: 0. Motion carried

**Motion:** Ross/Counelis to approve façade and back entrance grant revisions.

**Vote:** Ayes: 8. Nays: 0. Motion carried

**d. Flowers Quote**

Ross/Powers to approve \$1,665.00 for hanging flowers downtown

**Roll Call Vote:** Ayes: 8. Nays: 0. Motion carried

**e. Trash Can Liner Quote**

**Motion:** Ross/Taylor to approve and purchase as needed not to exceed 30 trash can liners.

**Roll Call Vote:** Ayes: 8. Nays: 0. Motion carried

**f. Bylaw Review**



**Motion:** Charles/Powers to approve recommended changes to the bylaws

**Vote:** Ayes: 8. Nays: 0. Motion carried

**g. Master Plan Review**

Smith updated the Board that the Village's Master Plan is up for review. Board can submit changes. Scholz gave brief overview of Master Plan.

**h. Strategic Plan Workshop-** to take place after this board meeting

**i. Executive Director Performance Review**

**Motion:** Ross/Charles to close session for performance review

**Vote:** Ayes: 8. Nays: 0. Motion carried.

**Motion:** Powers/Taylor to open session

**Vote:** Ayes: 8. Nays: 0. Motion carried.

**Motion:** Scholz/Charles approve 2.8% increase to Executive Director pay retroactive to January 1<sup>st</sup>, 2026.

**Roll Call Vote:** Ayes: 8. Nays: 0. Motion carried

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

**11. Board Member Comments:** Looking forward to Spring. Board is grateful for all the hard work put in over the last year and looking forward to 2026!

**12. Extended Public Comment:** Smith thanked Board for their time and effort over the last year.

**13. Adjourn:**

**Motion:** Scholz/Taylor to end meeting at 8:25pm

**Vote:** Ayes: 8. Nays: 0. Motion carried

Next DDA Board regular meeting: **February 16<sup>th</sup>, 2026**