

**DDA Meeting Minutes
Village of Oxford Council Chamber
Meeting, June 15, 2015**

1. Call to order: The meeting was called to order at 6:03 p.m. by Chairperson Pete Scholz.

2. Pledge of Allegiance

3. Members Present: Sue Bossardet, Jerry Cremin, Rod Charles, Bill Dunn, Ed Hunwick and Susan Schurr, Pete Scholz and Eugene (Geno) Mallia (arrived at 6:25 pm)

Members Absent: Dorothy Johnston

Others Present: Ron Rolando, Dave Weckle, Chris Khorey, Kathleen Eriksen, and Joe Young

4. Approval of proposed agenda:

A motion was made by Bill Dunn, seconded by Sue Bossardet to approve the agenda. By voice vote the motion carried unanimously.

5. Approval of minutes: A motion was made by Bill Dunn, seconded by Sue Bossardet to approve the May 11, 2015 DDA Board meeting minutes. By voice vote the motion carried unanimously.

6. Public comment: none

7. Consent Agenda:

a. Treasurer's report Bills

A June bill run of \$18,744.28 was presented.

A motion was made by Ed Hunwick, seconded by Bill Dunn, to approve the bills in the amount of \$18,744.28. By roll call vote the motion passed unanimously.

b. DDA Budget spreadsheet was presented by Treasurer Ed Hunwick. Ed stated that a fund balance of \$50,000 is projected for this year.

A motion was made by Sue Bossardet, seconded by Ed Hunwick, to receive and file the report. By voice vote the motion passed unanimously.

c. Code Enforcement Activity Report

A motion was made by Bill Dunn, seconded by Ed Hunwick, to receive and file the report. By voice vote the motion passed unanimously.

d. Village Manager Report

Village Manager Joe Young reported that the State Personal Property Tax reimbursement was submitted for \$19,916.20 with payment expected in the next budget year.

A motion was made by Bill Dunn, seconded by Ed Hunwick, to receive and file the report. By voice vote the motion passed unanimously.

e. McKenna Proposal

Chris Khorey and Kathleen Eriksen, of McKenna & Associates, presented a proposal for Downtown Development Consultant. Three options were presented- an hourly rate of \$85, a monthly retainer of \$700, or Interim DDA Director at \$1,225 per week. Kathleen Eriksen has development, real estate and DDA manager experience with Jackson and Battle Creek. They also offered to assist with the new DDA Director

8. New Business:

a. Interviews for DDA Executive Director

Nichole Van Blaricum and Joe Frost were interviewed for the Executive Director of the DDA.

A motion was made by Eugene (Geno) Mallia, seconded by Sue Bossardet, to offer the DDA Executive Director position to Joe Frost and authorize the Chairperson to negotiate a contract to start July 6 and to include potential growth. By roll call vote the motion passed 5-3 (Charles, Dunn, Hunwick).

Bill Dunn stated although he voted no, he would work with the new person.

b. Development Proposal- Dave Weckle

Dave Weckle presented a development proposal to exchange an improved 58 spaced parking lot for the three DDA lots that he would build two buildings on. The buildings would be two or three story buildings with the third floor high-end residential units subject to demand. A financial projection of the development value and DDA tax revenue capture was presented. Dave Weckle would like to start construction this fall for the first building. A third building on property Dave Weckle owns would included in he project plan. The phasing of constructing the three buildings is projected to take 2- 5 years.

A motion was made by Bill Dunn, seconded by Eugene (Geno) Mallia, to approve the conceptual development project proposal and move forward with a development agreement. By roll call vote the motion passed unanimously.

9. Old Business:

a. Mission and Vision Statements

A motion was made by Sue Bossardet, seconded by Jerry Cremin, to set this item aside. By voice vote the motion passed unanimously.

10. Board Member Comments:

THIS COPY IS A DRAFT UNTIL APPROVED BY THE DDA BOARD

Sue Bossardet congratulated The Oxford Tap for being named Oakland County MainStreet business of the year.

Ed Hunwick stated would support the new DDA Director.

11. Adjournment:

A motion to adjourn at 7:50 p.m. was made by Bill Dunn, seconded by Eugene (Geno) Mallia. By voice vote the motion carried unanimously.

Sue Bossardet will send a thank you to A & A Flower and Gift Shop for the gift basket.

Minutes reviewed by _____

Bill Dunn

Date: _____

Minutes approved:

Pete Scholz, Chairperson

Bill Dunn, Secretary

The next meeting is scheduled for Monday, July 20, 2015 at 6:00 p.m. in the Council Chamber.