

**DDA Meeting Minutes
Village of Oxford Council Chamber
Meeting, November 21, 2016**

1. Call to order: The meeting was called to order at 6:00 p.m. by Chairperson Sue Bossardet.

2. Pledge of Allegiance

3. Members Present: Sam Barna, Sue Bossardet, Rod Charles, Bill Dunn, Dorothy Johnston, Eugene Mallia, Pete Scholz, Susan Schurr, and Regina Woodson

Members Absent:

Others Present: Lynn Gustafson, C. J. Carnacchio, Ron Rolando, Joe Frost and Joe Young

4. Approval of proposed agenda:

A motion was made by Bill Dunn, seconded by Geno Mallia to approve the agenda as presented.

By voice vote the motion carried unanimously.

5. Approval of minutes: A motion was made by Bill Dunn, seconded by Geno Mallia to approve the October 17, 2016 DDA Board meeting minutes. By voice vote the motion carried unanimously.

6. Public comment: none

7. Consent Agenda:

a. Executive Director's Report

DDA Executive Director Joe Frost presented his report.

A motion was made by Bill Dunn, seconded by Pete Scholz, to receive and file the Executive Director's Report. By voice vote the motion passed unanimously.

b. Treasurer's report

b.1. Bills for of \$30,963.02 were presented.

A motion was made by Pete Scholz, seconded by Bill Dunn, to approve the bills in the amount of \$30,963.02. By roll call vote the motion passed unanimously.

b. 2. DDA Budget spreadsheet

c. Code Enforcement Activity Report

A motion was made by Bill Dunn, seconded by Dorothy Johnston, to receive and file the DDA Budget Spreadsheet and the Code enforcement activity report. By voice vote the motion passed unanimously.

8. New Business:

a) NOTA Downtown Trolley

A proposal from NOTA for a trolley fixed route on M24 was presented.

A motion was made by Bill Dunn, seconded by Rod Charles to move forward with the possibility of exploring the opportunity of a trolley. By voice vote the motion passed 7-2 (Bossardet, Johnston).

b) M-24 Task Force

A motion was made by Bill Dunn, seconded by Pete Scholz, to authorize staff to assemble a task force for the purpose of organizing the community, determining improvements, and promoting the Downtown as it relates to the MDOT M-24 project. By voice vote the motion passed unanimously.

c) Budget Amendment

A budget amendment was proposed for the carry over funds from the façade grant in the amount of \$2,367.50

A motion was made by Bill Dunn, seconded by Sam Barna, to amend the budget to un-restrict \$2,367.50 from Committed Fund Balance 296-000-394.000, and place them back into budget line item Grant- Façade 296-760-996.060. By roll call vote the motion passed unanimously.

d) Treasurer Vacancy

A motion was made by Bill Dunn, seconded by Pete Scholz, to nominate and elect Regina Woodson to the position of Board Treasurer. By voice vote the motion passed unanimously.

9. Old Business:

a. Main Street Oakland County- Tech Visit- Visioning Session Report

A motion was made by Sam Barna, seconded by Pete Scholz, to direct staff to set up an organizational development work session with Main Street Oakland County. By voice vote the motion passed unanimously.

11. Board Member Comments:

Sue Bossardet commented about Shop Local Saturday, the Oakland Press Sweet & Soup Stroll article and the Historic Preservation designation grant.

12 Adjournment:

A motion to adjourn at 7:00 p.m. was made by Pete Scholz, seconded by Bill Dunn. By voice vote the motion carried unanimously.

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Minutes reviewed by _____
Susan Schurr

Date: _____

Minutes approved:

Susan K. Bossardet , Chairperson

Susan Schurr, Secretary

The next meeting is scheduled for Monday, December 19, 2016 at 6:00 p.m. in the Council Chamber.

Mission Statement: *The Oxford DDA is dedicated to the promotion, development, and historic preservation of downtown Oxford.*

Vision Statement: *To create a sustainable and dynamic community by enhancing the sense of place in downtown Oxford as a quality destination for businesses and residents.*