

**DDA Meeting Minutes  
Village of Oxford Council Chamber  
Meeting, October 17, 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, , Bill Dunn, Dorothy Johnston, Eugene Mallia, Pete Scholz, Susan Schurr, and Regina Woodson

**Members Absent:** Rod Charles

**Others Present:** 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 Dorothy Johnston, seconded by Bill Dunn to approve the September 19, 2016 DDA Board meeting minutes. By voice vote the motion carried unanimously.

**6. Public comment:** Ed Hunwick said he appreciated the six years serving on the DDA, thanked the Village Council for their resolution and offered his assistance to the new Treasurer.

**7. Consent Agenda:**

**a. Executive Director's Report**

DDA Executive Director Joe Frost presented his report. Joe also reported on the Scarecrow Festival which was a huge success.

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 \$14,558.81 were presented.

A motion was made by Bill Dunn, seconded by Pete Scholz to allow Dorothy Johnston to abstain from voting on the bill run ( façade grant payment to her). By voice vote the motion passed unanimously.

**b. 2. DDA Budget spreadsheet**

**c. Code Enforcement Activity Report**

A motion was made by Bill Dunn, seconded by Pete Scholz, to approve the bills in the amount of \$14,558.81, DDA Budget Spreadsheet and the Code enforcement activity report. By roll call vote the motion passed with 7 ayes and one abstention (Johnston). By voice vote the motion passed unanimously.

**8. New Business: none**

**9. Old Business:**

**8 N. Washington St. – Façade Grant – Final Report**

DDA Executive Director Joe Frost presented final report on the façade grant for 8 N. Washington for window restoration.

A motion was made by Bill Dunn, seconded by Pete Scholz, to approve Dorothy Johnston to abstain from the vote. By voice vote the motion passed unanimously.

A motion was made by Pete Scholz, seconded by Sam Barna, to approve the final report for the façade grant project at 8 N. Washington.`

By roll call vote the motion passed with 7 ayes and 1 abstention ( Johnston).

**b. Main Street Oakland County- Tech Visit- Visioning Session**

Jeff Siegler, a consultant brought in by Main Street Oakland County presented a report on the Public Visioning Session of October 5th and the on-line survey. Discussion followed. A formal report and recommendation will be made available at our next meeting.

**11. Board Member Comments:**

Sam - Thank you

Pete - Thank you, Joe great Scarecrow Festival

Geno - Welcome to the board

Sue - Thank you Joe and the promotions committee for Scarecrow Festival. And to Bryan Cloutier who volunteered. Thank the judges for the chili cook off.

**12 Adjournment:**

A motion to adjourn by Bill Dunn, seconded by Geno Mallia at 8:33pm by voice vote the motion carried unanimously.

Minutes reviewed by \_\_\_\_\_

Susan Schurr

Date: \_\_\_\_\_

Minutes approved:

\_\_\_\_\_  
Sue Bossardet, Chairperson

\_\_\_\_\_  
Susan Schurr, Secretary

THIS COPY IS A DRAFT UNTIL APPROVED BY THE DDA BOARD

The next meeting is scheduled for Monday, November 21, 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.***