

Village of Oxford
Downtown Development Authority 248-770-8587
Meeting Minutes
Monday, November 20, 2017, at 6:00 P.M.
Council Chambers, Oxford Village Hall

1. Call to Order: The meeting was called to order at 6:00 by Chairperson Scholz.
2. Pledge of Allegiance
3. Roll Call: Sam Barna, Sue Bossardet, Rod Charles, Dorothy Johnston, Pete Scholz, Susan Schurr, Elgin Nichols, Nancy Rosenstrater, Nicole Ellsworth
Others in attendance: Glenn Pape, Chuck Schneider, Bonnie Berdatwood
4. Approval of Proposed Agenda: Following the addition of Sam Barna's resignation (under new business) a motion was made by Bossardet and supported by Nichols, to approve the agenda as presented. By voice vote, the motion carried.
5. Approval of October 16, 2017 Regular Meeting Minutes: A motion to approve was made by Nichols, supported by Bossardet. By voice vote, the motion carried.
6. Approval of October 16, 2017 Special Meeting Minutes: A motion to approve was made by Bossardet, supported by Nichols. By voice vote, the motion carried.
7. Public Comment on Non-Agenda Items: Rod Charles complimented the participants of the Special Meeting for their professionalism and for the Street Scape plans.
8. Consent Agenda:
 - a. Board Chair Report: Nothing to report.
 - b. Nichols made a motion, seconded by Bossardet, to receive and file the Bill Run in the amount of \$24,866.87.
By roll call vote, the motion passed.
9. Old Business:
 - a. Glenn reported that on November 8, a consultant team (paid for by the state) and 3 consultants from the State Historic Preservation Office came to Oxford for a launch meeting. The survey process will begin in the Historic District, the 4 main blocks downtown. Historic Registry designation will allow owners to take advantage of tax credit. Secretary standards are lengthy, yet permissive. We are not creating an Historic District. It is a voluntary compliance for tax credits.
 - b. M-24 update - has been postponed until 2020. With the extra year, we have more time to come up with additional funding. We will be spending the next 18 months developing a business retention plan, engaging with Oakland County and hiring an outside consultant for the M-24 project, as we need outside expertise. Chuck Schneider warned about the possibility of the M24 Project being a "lost opportunity". He stated that the DDA's function is not to put on special events, but to plan and manage capital improvements and infrastructure. He believes

we need more left turn lanes and widening of the road to accommodate inevitable traffic increases, which he predicts will be 30 percent more.

Bonnie Berdatwood believes the White House District needs more left turn lanes.

10. New Business:

a. Committee membership and meeting schedules: Pete encouraged DDA members to participate on different committees. Glenn believes that the Economic Vitality Committee needs to work on business retention, expansion, and economic development. Planning Commission has opening (must be a village resident). Zoning Board of Appeals has 2 alternate position openings (must be a village resident). Pete welcomed new board members.

b. Pete reminded board to get with Dorothy for photos.

c. Strategic Plan: Main Street has met with Glenn and John Bry. They believe we need a strategic plan. Glenn asks that we review and edit down to determine our future road map. Sue Bossardet would like DDA and Village to collaborate on our Strategic Plan.

d. Dumpster memo to businesses: Dumpsters filth remains an ongoing problem. Solution strategy will be the education of owners. Signage will be an important element as well. Another issue is illegal dumping. We have the authority to site violators (misdemeanor). Glenn and Evan drafted a letter to distribute after Thanksgiving. Chuck Schneider criticized the lack of enforcement of ordinances, noting 20 ordinance violators, yet he has been hassled over what he believes to be "minor violations". Pete recommended a motion for a voluntary compliance campaign, which will be sent out to the businesses. A motion for such a campaign was made by Bossardet, seconded by Charles. The motion passed.

e. Soup and Sweet Stroll Volunteers: Glenn requested that all board members volunteer.

f. Sam Barna's resignation: Sam offered his resignation. Nichols made a motion to accept, with regret. Schurr supported the motion and it was passed.

11. Professional Development: Agenda Management: Consent Agenda: Glenn stated that some routine items should be partially consolidated to allow for more efficiency.

12. Board Member Comments:

Sam wished to thank everyone personal success and collective success on the M-24 project. He enjoyed his time on the board.

Susan thanked Sam for his service, congratulated him and wished him well. She thanked Chuck and Bonnie.

Elgin thanked Sam for serving on the board and thanked Chuck and Bonnie for their input. Elgin thanked Pete for serving as chairperson.

Dorothy thanked Sam and said she enjoyed working with him on the interview process. She wished everyone a Happy Thanksgiving.

Rod thanked Pete, Chuck, Bonnie and Sam. He also thanked Glenn for elevating the DDA. Sue will miss Sam and welcomed Pete to the new chairperson position. She thanked Nancy and Nicole for joining the board.

Nancy thanked Chuck and Bonnie for shedding light on potential problems.

Nicole looks forward to helping solve the ongoing dumpster problems.

Pete looks forward to working with Nancy and Nichole. He assured Chuck that people already have a handle on property acquisitions for left turn lanes.

13. Extended Public Comments: Chuck reiterated his concerns that not enough had been done about preparing for property acquisitions for left turn lanes.

14. Adjournment: A motion to adjourn was made by Charles, seconded by Nichols and passed. The time of the adjournment was 7:15.

Minutes reviewed by _____ Date _____
Susan Schurr Dec. 15, 2017

Minutes approved by _____ Date _____
Pete Scholz

The next regular DDA Meeting will be on Monday, December 18, 2017, at 6:00 P.M. in the Council Chambers.