

Village of Oxford

Downtown Development Authority 248-770-8587

Meeting Minutes

Monday, October 16, 2017, at 7:35 P.M.

Oxford Public Library, 530 S. Pontiac Street, Oxford, Michigan 48371

1. Call to Order: The meeting was called to order at 7:35 P.M. by Vice Chairperson Dorothy Johnston

2. Pledge of Allegiance

3. Roll Call: Sue Bossardet, Dorothy Johnston, Elgin Nichols, Susan Schurr, Rod Charles.

Excused: Sam Barna, Pete Scholz.

Others in attendance: Bryan Cloutier, Glenn Pape, Dave Weckle, Connie Miller.

4. Approval of Proposed Agenda: A motion was made by Bossardet, supported by Schurr, 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. Public Comments on Non-Agenda Items: None.

7. Consent Agenda:

a. Board Chair Report: Nothing to report.

b. Treasurer Report:

1. Bills, September: Motion to approve September bills totaling \$11,955.22 was made by Nichols, supported by Bossardet. By roll call vote, the motion passed unanimously.

2. Revenue expense report, October: A motion to receive and file was made by Nichols, supported by Bossardet. By voice vote, the motion carried.

c. Code Enforcement Activity Report/Police Report: None. A motion to receive and file was made by Bossardet, supported by Schurr. By voice vote, the motion carried.

(Sue Bossardet noted that there is an ongoing problem with spilled grease and grease disposal in general. She asserts that this unresolved issue needs to be addressed by the Village and the DDA. In response, Glenn Pape stated that he is reviewing current code enforcement and is working with the Village Manager to determine a joint strategy between the Village Offices and the DDA. Glenn stated that we need to change what we're doing and remedy the problem through a campaign to educate the restaurant owners and employees.)

d. Executive Director Report:

1. Glenn reported that The Scarecrow Festival was a success in spite of the foul weather, as evidenced by the 150 tasters at the Chili Cookoff event, the over 200 attendees and the 178 treat bags that were handed out at the museum.

2. The DDA has become more active in social media and is getting about 11,000 views per week.

3. The State and National Historic Preservation Offices consulting team will be in Oxford on November 8, 2017. They will be doing preliminary tours of the village.

8. New Business:

a. 89 S. Washington Sign Application: Bryan Cloutier addressed the DDA Board regarding the Walton & Becker Eyecare sign grant application. The Planning Commission had already approved the plan for the sign before it went before the Design Committee, where the sign grant was approved. A motion to approve the sign grant for Walton & Becker Eyecare was made by Nichols and supported by Schurr for the amount of \$1,500. By roll call vote, the motion was approved.

b. Weckle PUD Amendment: Dave Weckle approached the board with specifics regarding his company's construction project on E. Burdick, parking requirements, and the confirmed corrected ordinance. He asked for DDA to approve the amendment for a third story to be built, to add 2 spaces (at the curb) for use of residents of the 3rd floor of 32 E. Burdick St., and an authorization for an easement from the DDA for Detroit Edison.

A motion to accept the amended amendment and to approve, as referenced in 15-E of the existing agreement of 32 E. Burdick, was made by Sue Bossardet, supported by Nichols and by voice vote, approved. Bossardet made a motion to execute the easement agreement, supported by Charles, and by

voice vote, the motion carried. A motion to build 32 E. Burdick before 36 E. Burdick was made by Bossardet, supported by Schurr and by voice vote, the motion carried.

9. Old Business:

a. Representatives from the National Register of Historic Places will be in Oxford on November 8, 2017. Acceptance on the register will qualify Oxford for a 20% Tax Credit for redevelopment and to designate historic buildings. It will NOT be a limiting factor which will place restrictions on renovations, etc.

10. Board Member Comments:

\*Susan Schurr congratulated the winners of the Scarecrow Festival's Chili Cookoff Contest. Sullivan's won the "People's Choice Award". 24th Street won the "Judge's Choice Award".

\*Elgin Nichols thanked Bryan Cloutier for allowing the use of the Oxford Public Library Meeting Room for the M-24 Project Open House and the October DDA meeting. Elgin wished Dave Weckle a very successful next couple of years, referring to the Oxford construction projects. He also thanked OCTV for covering the Open House.

\*Sue Bossardet congratulated the winners of the Scarecrow Contest, William's Art Glass and the Oxford Fire Department. She also wished Dave Weckle the best of luck and concluded by thanking everyone who participated in the M-24 task force and the presentation at the library on October 16.

11. Adjournment: A motion to adjourn was made by Charles, supported by Bossardet and was passed. The time of the adjournment was 8:14 P.M.

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

Susan Schurr

Nov. 11, 2017

Minutes approved by \_\_\_\_\_ Date \_\_\_\_\_

Pete Scholz

The next regular DDA board meeting: Monday, November 20, 2017, at 6:00 P.M. in the Council Chambers.