

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

Minutes – May 17, 2017

MEMBERS: Mr. Mark McGiboney, Chair, Ms. Loren Roberts, Vice-Chair, Dr. Melvin Baker, Mr. Brian Barnard, Mr. Jonathan Eady, Ms. Kendra Mayfield, and Ms. Martha Molyneux.

STAFF: Frank Turner, DDA attorney, Bob Schwartz, city manager and DDA secretary/treasurer.

GUESTS: There were no guests.

OPENING: Mr. McGiboney called the meeting to order at 7:02 PM.

APPROVAL OF MINUTES: Upon motion of Mr. Eady, seconded by Dr. Baker, the minutes for the meeting on April 19, 2017 were approved as presented. The vote was 7 – 0.

ATTORNEY – Mr. Frank Turner, newly appointed attorney for the DDA was introduced by Mr. McGiboney. Mr. Turner mentioned he serves as the city attorney for Covington and as attorney for the Newton County Industrial Development Authority. He looks forward to working with the DDA.

BY-LAWS – Mr. McGiboney introduced a discussion of the draft By-Laws with several changes recommended by Mr. Turner. After the discussion, upon motion of Mr. Eady, seconded by Ms. Molyneux, the By-Laws were adopted with two amendments. Mr. Turner will prepare the final copy of the By-Laws.

INSURANCE – Mr. Schwartz reported that the DDA and its members are covered by the city's insurance policy with the Georgia Interlocal Risk Management Agency (GIRMA). There were several questions raised about the details of the policy. Mr. Schwartz will send a copy of the policy to Mr. Turner for him to review.

INTERGOVERNMENTAL AGREEMENT – Mr. Schwartz presented a very rough draft of the Intergovernmental Agreement (IGA) between the DDA and the City. The members suggested that before we work on the IGA we should ask City Council for an outline of the projects that it wants the DDA to handle. Perhaps we should have a joint meeting between the DDA and City Council. Before the DDA goes much further, it should define what it wants to accomplish.

OTHER BUSINESS – Mr. Eady distributed a list of "Oxford DDA Ideas" [copy attached]. This initiated an extensive discussion of what the DDA should try to get done. Several ideas were discussed in addition to those on Mr. Eady's list. This included: trying to integrate any new development into the style and feeling of our community; trying to maintain green space; creating a downtown that looks like the old downtown; serving both the residents that are already here along with any that may move; and everything should be in keeping with the style

of our community. Mr. McGiboney suggested this discussion continue at the next meeting and asked Mr. Barnard to prepare a map with ideas that everyone could review together.

MEETING TIME – Upon motion of Ms. Roberts, seconded by Ms. Molyneux the regular meeting time was moved from the third Wednesday of the month to the fourth Wednesday of the month. This will avoid most conflicts with the set up for city court on the third Thursday of the month. The vote was 7 – 0. Our next meeting will be Wednesday, June 28th at 7 PM.

ADJOURNMENT: Mr. McGiboney adjourned the meeting at 8:10 PM.

Approved by:

Bob Schwartz, Secretary/Treasurer