

# DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

Minutes – March 23, 2021

**MEMBERS:** Mr. Brian Barnard, Chair; Mr. Mike Ready, Vice-Chair; Mr. Jonathan Eady, Ms. Danielle Miller, and Mr. Ray Wilson. Ms. Laura McCanless was absent.

**STAFF:** Matthew Pepper, City Manager and DDA Secretary/Treasurer.

**GUESTS:** No guests were in attendance.

**OPENING:** At 7:06 PM, Mr. Barnard called the meeting to order.

**APPROVAL OF MINUTES:** Upon motion of Mr. Eady, seconded by Mr. Ready, the minutes for the meeting held on February 23, 2021 were approved. The vote was 5 – 0.

**REPORT ON CITY COUNCIL AND DDA DISCUSSION:** Mr. Barnard updated the DDA on the City Council's recent discussions regarding the Authority and its current direction. During the discussion, the DDA reviewed the memo from Mayor Eady regarding the City Council's recent discussion on land control for the town center project. The DDA agreed that they should approach the City Council to reiterate that the existing town center plan includes a phase focused on revitalizing the area where the former city hall (810 Whatcoat Street) is located. In addition, the DDA would ensure that the City Council support the conceptual plan before spending funds to move the project forward.

Before future discussions with the City Council, the DDA will review the existing concept plans for the area near 810 Whatcoat Street. In addition, Mr. Eady and Mr. Ready will prepare a timeline of events for the project to share with the City Council. They will also share additional documents from previous conversations with Councilmembers. At the April meeting, the DDA will review the documents provided by Mr. Eady and Mr. Ready. The DDA will prepare to present to the City Council at the May 3<sup>rd</sup> Regular Session meeting.

**THE CITY GREENSPACE:** The DDA discussed how to best move forward with the minor capital improvements to the city greenspace. Mr. Pepper shared that the Mayor and City Council have requested that the DDA provide them with specific design recommendations for the fencing, signage, seating, etc. for approval. The Mayor and City Council will review and approved the design recommendations along with a license to the DDA to make the improvements to the city-owned greenspace.

The DDA will prepare to present their recommendations at the April 19<sup>th</sup> Work Session meeting. The goal is to have the recommendations approved at the May 3<sup>rd</sup> Regular Session meeting. Mr. Barnard will prepare the recommendation and share it with the DDA for their feedback prior to April 19<sup>th</sup>. The DDA discussed receiving approval from the Planning Commission for the proposed fencing and signage.

**MEMBERSHIP:** Mr. Pepper reported that the City Council is aware that Art Vinson resigned his post on the DDA. The DDA discussed possible candidates for the vacancy.

**OTHER BUSINESS:** The DDA did not discuss any items related to other business.

**ADJOURNMENT:** Mr. Barnard adjourned the meeting at 8:04 PM.

Submitted by:

Matthew Pepper, Secretary/Treasurer