

# DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

Minutes – May 25, 2021

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

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

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

**OPENING:** At 7:01 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 April 27, 2021 were approved. The vote was 6 – 0.

**THE CITY GREENSPACE:** The DDA discussed their plans to carry out the minor capital improvements to the city-owned greenspace. During the discussion, Mr. Pepper reported that the city attorney is writing the lease agreement to grant access to the DDA to make the improvements on city property. The DDA will meet at the city greenspace at 5:30 PM on Tuesday, June 1<sup>st</sup> to determine the exact location of the fencing, signage, and seating. After the June 1<sup>st</sup> meeting, the DDA will prepare and approve a project budget.

Before their next meeting, the DDA members will complete the following assignments:

- The DDA will contact fence contractors to bid on constructing the proposed fence.
- Mr. Barnard will research local sign companies to hire to construct the signage.
- Mr. Pepper will share information for different seating options with the DDA.
- Mr. Pepper will post the June 1<sup>st</sup> meeting on the city website and remind the DDA members.

**E. CLARK STREET PROPERTY:** Mr. Barnard shared with the DDA that the city had approached him about the possibility of conveying the DDA's property along E. Clark Street to the city to make improvements to the existing street and section of property behind 1008 Emory Street (Orna Villa). The property behind 1008 Emory Street would be used as a greenspace to connect with a proposed multi-use trail along Dried Indian Creek. During the discussion, Mr. Eady clarified that the city originally conveyed a 6.34-acre parcel, a .76-acre parcel, and a .22-acre tract that contains E. Clark Street. The DDA noted that they did not have any issues with conveying the requisite amount of property as right-of-way for the city to make the improvements to E. Clark Street.

As for the section of property that is located in between E. Clark Street and Orna Villa, the DDA discussed that, at one time, they had considered that space for commercial development. The DDA noted that this section of property may be developed in the future and therefore is important to retain.

In addition, they noted that the connectivity to the proposed multi-use trail and city greenspace is an opportunity to enhance the town center. The DDA expressed a desire to partner with the city to execute their vision of a multi-use trail running along Dried Indian Creek. Consequently, DDA noted that they are willing to consider conveying the section of the 6.34-acre parcel that is located behind Orna Villa with the condition that the DDA can be a partner with the city on the project.

**OTHER BUSINESS:** Ms. McCanless shared with the Authority that the Mayor and Council discussed in recent meetings asking the DDA to study potential uses for the Yarbrough House (107 W. Clark Street). Mr. Barnard stated that the DDA will discuss it at the June meeting.

**ADJOURNMENT:** Mr. Barnard adjourned the meeting at 8:11 PM.

Submitted by:

Matthew Pepper, Secretary/Treasurer