

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

Minutes – June 27, 2018

MEMBERS: Mr. Mark McGiboney, Chair; Ms. Loren Roberts, Vice-Chair; Mr. Jonathan Eady, Mr. Mike Ready. Mr. Brian Barnard and Ms. Martha Molyneux were absent.

STAFF: Matthew Pepper, assistant city manager and DDA secretary/treasurer.

GUESTS: Danielle Miller, Chief Business Officer and Sr. Associate Dean of Finance, Operations and Technology for Oxford College.

OPENING: At 7:05 PM, Mr. McGiboney called the meeting to order.

APPROVAL OF MINUTES: Upon motion of Mr. Ready, seconded by Mr. Eady, the minutes for the meeting on June 6, 2018 were approved. The vote was 4 – 0.

REVIEW OF DRAFT REQUEST FOR PROPOSAL: The DDA members reviewed the draft Request For Proposal (RFP) prepared by Frank Turner, DDA Attorney. During the review, the DDA members had a discussion regarding the incentives the city is willing to offer, the project timeline, the development and building permitting process, and other topics addressed in the RFP. Mr. Pepper will communicate the DDA's edits to the RFP to Mr. Turner.

CREATE POTENTIAL DEVELOPER LIST: The DDA members reviewed the list of potential developers for the E. Clark Street Development Project. Mr. Pepper will contact Frank Turner and the county's planning and zoning department to inquire about additional developers to include on the list.

ADJOURNMENT: Mr. McGiboney adjourned the meeting at 8:15 PM.

Approved by:

Matthew Pepper, Secretary/Treasurer