

# **DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD**

## **AGENDA**

**June 28, 2022 – 7:00 PM**

**Meeting to be held via Zoom**

- 1. Opening** – Brian Barnard, Chair
- 2. \*Minutes** – Review the minutes for the May 24, 2022 DDA Meeting.
- 3. Work Session with Historical Concepts** – Historical Concepts will have refined site plan diagrams and building diagrams to discuss with the DDA.
- 4. Executive Session**
- 5. Adjournment**

### **\*Attachments**

MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY: Mr. Brian Barnard, Chair; Mr. Mike Ready, Vice-Chair; Mr. Jonathan Eady, Mr. Ray Wilson, Ms. Adrienne Vinson Waddy, and Ms. Danielle Miller (Ex-Officio)

**DRAFT**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**OF THE CITY OF OXFORD**

Minutes – May 24, 2022

Meeting Held via Zoom

**Members:** Mr. Brian Barnard, Chair, Mr. Mike Ready, Vice-Chair, Mr. Jonathan Eady, Mr. Ray Wilson, and Ms. Danielle Miller (Ex-Officio).

**Staff:** Bill Andrew, Secretary/Treasurer

**Guests:** Kevin Clark and Ryan Yurcaba spoke for Historical Concepts

**Opening:** At 6:05 PM Mr. Barnard, opened the meeting with members of the DDA and the Historical Concepts team.

**Approval of the Minutes:** The minutes for the April 26, 2022 meeting were reviewed by the Authority. Mr. Eady made a motion to accept the minutes as presented. This motion was seconded by Mr. Ready. The vote to approve was 4 – 0.

**Historical Concepts Reviews Site and Building Plans:** Based on programming and space needs Ms. Miller had sent to Historical Concepts, Mr. Clark reviewed the square footage being required. With this first pass, it was felt the building would need to be in the range of 12,000 square feet. After some discussion, it was determined that an elevator would be necessary to comply with the needs of handicapped users.

Mr. Clark reviewed existing site conditions and the parking and access needs for both a singular, 12,000 square foot building and compared this with the re-use of the Whatcoat Building and a scaled-down version of a new building of approximately 8,000 square feet.

There was a general consensus that the 12,000 square foot building might be too dominant for the site. Historical Concepts will work to bring back further refined layouts and some façade imagery for consideration.

**Executive Session:** There was no Executive Session.

**Adjournment:** Mr. Barnard adjourned the meeting at 7:39 PM.

Submitted by:

Bill Andrew, Secretary/Treasurer