

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

AGENDA

March 2, 2017 – 5 PM

1. **Opening** – Bob Schwartz, Convener
2. **Welcome** – Mayor Jerry Roseberry
3. **Genesis of the DDA** – Councilmember Mike Ready
4. **Election of Officers** – At some point we need to elect a Chair, a Vice-Chair, and a Secretary. The Secretary does not need to be a member of the DDA. We will need to decide when to have the election.
5. **Meeting Times** – We should pick a day and time for a regular meeting each month.
6. **Training** – We would like to schedule a joint training session with the DDA and City Council on some Saturday in a month or so. The training will be conducted by Monica Callahan, who is the DDA director for Madison and conducts training for the state.
7. **Organizational Issues** – We don't have answers for all of these, but you need to be aware of them:
 - a. By-Laws – we should create and adopt a set of By-Laws.
 - b. Initial funding – this will need to be discussed with City Council.
 - c. Attorney – we need to select an attorney to work with the DDA.
 - d. State Law – we will distribute a copy of the state law governing DDA's.
8. **Other Business**
9. **Adjournment**