

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

AGENDA

March 23, 2021 – 7 PM (Via Teleconference)

Meeting Access Information:

Online: [Click Here](#)

Mobile Number: 1-646-558-8656

Meeting ID: 975 6348 4990

Passcode: 786589

1. **Opening** – Brian Barnard, Chair
2. ***Minutes** – We have attached the minutes for February 23, 2021.
3. ***Report on City Council and DDA Discussion** – Mr. Barnard will update the DDA on City Council's recent discussions regarding the Authority and its current direction. We have attached a copy of Mayor Eady's summary of the City Council's discussions.
4. ***The City Greenspace** – The DDA will continue discussions on how to implement a low-cost strategy to help cultivate commercial activity on the city-owned greenspace. We have attached a copy of the DDA's greenspace proposal.
5. **Membership** – The DDA will discuss filling the current vacancy.
6. **Other Business**
7. **Adjournment**

*** Attachments**

MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY: Mr. Brian Barnard, Chair; Mr. Mike Ready, Vice-Chair; Mr. Jonathan Eady, Ms. Laura McCanless, Ms. Danielle Miller, and Mr. Ray Wilson.

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

Minutes – February 23, 2021

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

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

GUESTS: No guests were in attendance.

OPENING: At 7:00 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 January 26, 2021 were approved as amended. The vote was 7 – 0.

THE CITY GREENSPACE: Mr. Barnard and Mr. Ready shared the details of their conversation with the City Council regarding the DDA's proposal for recommended improvements to the city greenspace. They presented the proposal at the February 15th City Council Meeting. During the discussion, they reported that the City Council was supportive of the idea to make the proposed capital improvements to the greenspace. However, the City Council did not express a desire to convey the properties making up the greenspace to the DDA.

After the City Council meeting, Mr. Barnard and Mr. Ready followed up with Mayor Eady about the DDA's recommendations for the proposed improvements. From their conversation, Mr. Barnard and Mr. Ready understood that the city would retain ownership of the greenspace properties and the DDA would fund the proposed improvements. The City Council will continue the discussion surrounding the greenspace at their March 1st meeting.

The DDA expressed concerns with making the proposed capital improvements to the greenspace without a contractual right to make improvements to city-owned land. They further discussed that the contractual rights could come in the form of a lease, license, or title. The DDA agreed that approaching the City Council with a request for a license for access to the greenspace is the most practical option.

The DDA further agreed that they would not hire a landscape architect to design the space. Rather, the DDA could choose the necessary design elements for the fencing, signage, picnic tables, and other improvements.

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

ADJOURNMENT: Mr. Barnard adjourned the meeting at 8:06 PM.

Submitted by:

Matthew Pepper, Secretary/Treasurer

From: David Stone Eady <dseady@gmail.com>
Sent: Monday, March 15, 2021 9:13 AM
To: Matt Pepper <mpepper@oxfordgeorgia.org>
Subject: Re: March meeting outcome?

I think the council still supports the need for the DDA. I think there a hesitancy to transfer property to the DDA without a full developed and council approved plan/design.

I think the majority of the council supports the concept plan for the town center and welcomes discussion on specific projects such as redevelopment of the old city hall site. I think the council will insist on reviewing (possibly influencing) and approving a specific plan/design before conveying the land necessary for the project.

Also, I think the council supports the improvements (conceptually) to the green space in the town center, and the council would support the DDA executing an approved plan, but without conveying the land from the city to the DDA.

David S. Eady
(678) 570-9030



Memo

To: The Mayor and City Council
From: The Downtown Development Authority
Date: Thursday, February 11, 2021
Re: Recommended Improvements to City Greenspace

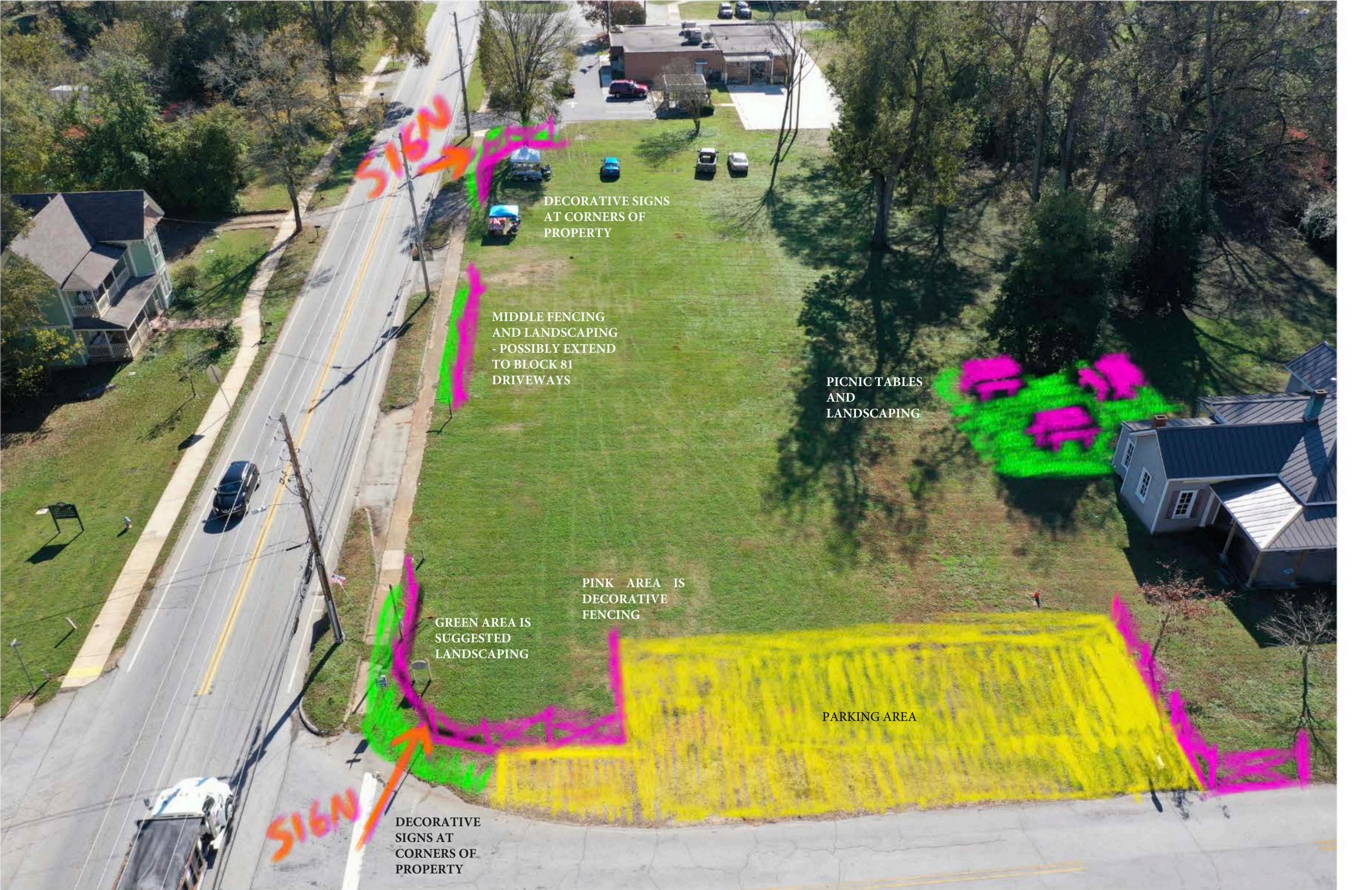
In September 2020, we began developing recommendations for some minor capital improvements to help cultivate commercial activity on the city-owned greenspace. We developed these recommendations to dovetail with the city's recent focus on the farmer's market. We expect the proposed improvements to be temporary as we work towards creating the town center. To that end, we recommend the following items:

- Orientation of the Farmers' Market – Vendors set up their tents adjacent to the existing sidewalk on Emory Street to maximize the space and visibility.
- Parking – Visitors park in the City Hall parking lot or on a section of greenspace adjacent to E. Clark Street.
- Fencing – Install a split-rail fence on the north and south corners of the property adjacent to Emory Street. In addition, install fencing to mark the designated parking area located on the greenspace.
- Signage – Use a hanging sign on the existing post located on the greenspace. In addition, consider installing a permanent, decorative signs for the farmer's market as activity grows.
- Seating – Install 2-3 picnic tables and a trashcan under the large shade trees near the Yarbrough House (107 W. Clark Street).

One thing to consider with this proposal is which party will make the improvements. The greenspace is a part of the town center yet is owned by the city. We recommend that we discuss together the future ownership of the property as it relates to who will implement the recommendations.

We thank you for your consideration.

c: Matthew Pepper, City Manager and DDA Secretary/Treasurer



DECORATIVE SIGNS
AT CORNERS OF
PROPERTY

MIDDLE FENCING
AND LANDSCAPING
- POSSIBLY EXTEND
TO BLOCK 81
DRIVEWAYS

PICNIC TABLES
AND
LANDSCAPING

PINK AREA IS
DECORATIVE
FENCING

GREEN AREA IS
SUGGESTED
LANDSCAPING

PARKING AREA

DECORATIVE
SIGNS AT
CORNERS OF
PROPERTY

SIGN