

DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF OXFORD

AGENDA

March 26, 2024 – 7:00 PM

Meeting to be held at City Hall 110 West Clark Street, Oxford, GA 30054

- 1. Opening and Welcome** – Brian Barnard, Chair
- 2. *Minutes** – Review the minutes for the February 27, 2024 DDA Meeting.
- 3. DDA Roster** – The Council appears set to approve Ms. Natalie Raymond’s membership to the DDA which had been tabled until the April 1, 2024 Council Meeting
- 4. Review of Recent Discussions with Main Street Land & Properties with the City Council and DDA**
- 5. Executive Session**
- 6. Adjournment**

***Attachments**

MEMBERS OF THE DOWNTOWN DEVELOPMENT AUTHORITY: Mr. Brian Barnard, Chair; Mr. Mike Ready, Vice-Chair; Mr. Jonathan Eady, Mr. Ray Wilson, Dr. Molly McGehee, Mr. Philip McCannless, and Dr. Michele Hempfling, Ex Officio

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DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF OXFORD

Minutes – February 27, 2024

110 West Clark Street, Oxford, GA 30054

Members Present: Mr. Brian Barnard, Chair; Mr. Mike Ready, Vice-Chair; Mr. Jonathan Eady, Mr. Ray Wilson, Dr. Molly McGehee (7:04 p.m.), Mr. Philip McCanless (via Zoom), and Dr. Michele Hempfling, Ex Officio (7:04 p.m.)

Staff: Bill Andrew, Secretary/Treasurer

Guests: Sam Hay and Robert Lane (representing Main Street Land & Properties and Steve Kapp and Mike McCrorey (representing Sunbelt Builders).

Opening: At 7:02 PM, Mr. Barnard opened the meeting.

Approval of the Minutes: Mr. Barnard brought the minutes from the January 23, 2024 meeting before the Authority for their consideration. *There was a motion by Mr. Eady and a second by Mr. McCanless to accept the minutes as presented. The vote was 5 – 0 in favor of the motion.*

DDA Roster – The DDA was briefed on the recent Council action to table (until April 1, 2024) the vote on accepting Ms. Natalie Raymond’s membership on the DDA. Some of the Council members were concerned about too much representation from Oxford College. Council members indicated they would endeavor to find more diversified representation for the DDA. There was no action required for this matter at this time.

Reminder of Training: Dr. McGehee indicated she has registered for training in August.

Review of Next Steps with Main Street Land & Properties: The realignment of Whatcoat Street was discussed. It was stressed that it would be good to hear from Main Street Land & Properties (MSL&P) on their perspective as to what would be necessary with the road work for the construction of the building to move forward. Mr. Hay indicated their commitment to adhere to the Historic Concepts plan as is financially feasible. They would like to work towards finalizing the spatial needs/programming for the main tenant and leave the flexible space not as finished so the individual tenant can finish out these spaces to align to their needs more closely.

Additionally, we need to confirm the phasing of the Whatcoat Building will work. The intent has been to leave the current building functional for as long as possible and we need to determine if this is reasonable. The best use of the first floor of the new building was discussed, including the possibilities of an expanded Barnes & Noble and/or a mail center with more functionality for the community and college.

There was some discussion to clarify the “phases” of the project. The Historical Concept Plan shows Phase 1 being the larger of the two Whatcoat Street buildings and Phase 2 being the demolition of the current Whatcoat Building and the construction of the parking lot. Recent conversations have been looking at “Phase 1” being the entire Whatcoat Building site and “Phase 2” being the development of the USPO site and/or the Town Green. Due to the current involvement of MSL&P, it is believed their ownership of the USPO site may compress the timeline for further development.

It was suggested that a 10-year lease is likely to be the longest duration for the initial lease and the price point for the lease would likely result in a wood-frame, brick building rather than a steel-frame building.

The DDA is asking MSL&P to give the DDA a sense of when they will need site control to have enough comfort to spend more funds/time on design. This calendar associated with the need for site control will help inform discussions between the DDA and the City Council on the transfer of the property.

Other take away thoughts were:

1. As we are moving forward, we will need to weigh the construction schedules for both the road work and the building to best stage both projects.
2. The DDA or the City are not planning on covering a portion of MSL&P's design costs unless it is shown there was a breach of contract.
3. The more we can support the narrative of the Phase 2 plans being expedited by the Phase 1 Whatcoat Building, the more support there is likely to be for the early costs/investments associated with Phase 1 and the Whatcoat Street realignment.
4. Consideration should be given to greenspace and farmers' market space.
5. The DDA would be glad to share any of our Historic Concepts' Plans with MSL&P to facilitate their design.
6. Dr. Hempfling indicated she would get updated spatial programming to Mr. Andrew and he would distribute it as needed.

With no further business to discuss, Mr. Barnard adjourned the meeting at 8:26 PM.

Submitted by:

Bill Andrew, Secretary/Treasurer