

**Village of Pinckney
Downtown Development Authority Meeting
Monday, May 1, 2023**

CALL TO ORDER:

The meeting was called to order by Chairperson Oliver at 7:20 p.m.

Present: Tim Brown
 Deborah Grischke
 Joseph Hartman
 Ted Kinczkowski
 Christine Oliver
 Donald Oliver
 Trish Wagner

Also Present: Jill Chapman (Clerk) and Lucie Fortin (Village Planner)

APPROVAL OF AGENDA:

Motion by Wagner, supported by Grischke

To approve the agenda as presented

VOTE: Ayes: 7 Nays: 0 MOTION CARRIED

APPROVAL OF APRIL 3, 2023, MINUTES:

Motion by D. Oliver, supported by Wagner

To approve the April 3, 2023, meeting minutes as presented

VOTE: Ayes: 7 Nays: 0 MOTION CARRIED

REPORTS: None

PUBLIC FORUM:

Chairperson Oliver opened the public forum at 7:22 p.m. Hearing no comment, the forum was closed at 7:22 p.m.

OLD BUSINESS

1. Community Garden
 - A. Adoption of Policy & Procedures
 - B. Appointment of Community Garden Coordinators

It was agreed that questions have now been answered about how the community garden is run, and the individuals selected to act as garden coordinators, Rebecca Foster and Brenda Bogatay, have agreed to take on that role. Hartman noted that the updated policy and guidelines are clearer than they were before and should be reviewed annually.

Motion by Kinczkowski, supported by Grischke

To adopt the 2023 Community Garden Policy & Procedures, including the Community Garden Guidelines and application as presented.

ROLL CALL VOTE: Brown – Yes
Grischke – Yes
Hartman – Yes
Kinczkowski – Yes
D. Oliver – Yes
Wagner – Yes
C. Oliver – Yes

MOTION CARRIED

Motion by Hartman, supported by D. Oliver

To appoint Rebecca Foster and Brenda Bogatay as Community Garden Coordinators for the 2023 gardening season.

ROLL CALL VOTE: Brown – Yes
Grischke – Yes
Hartman – Yes
Kinczkowski – Yes
D. Oliver – Yes
Wagner – Yes
C. Oliver – Yes

MOTION CARRIED

2. EV/Parking Signage – Approval of Quote

Motion by Kinczkowski, supported by D. Oliver

To approve the purchase and installation of 3 double-sided and one single-sided flag-mounted parking/electric vehicle power station pole signs, as presented by Johnson Sign Company in an amount not to exceed \$9,000.00.

ROLL CALL VOTE: Brown – Yes
Grischke – Yes
Hartman – Yes
Kinczkowski – Yes
D. Oliver – Yes

Wagner – Yes
C. Oliver – Yes

MOTION CARRIED

3. Downtown Light Pole Banners

Each of the Planning Commissioners was happy with the design.

Motion by Wagner, supported by Grischke

To approve the purchase of spring/summer light pole banners from Econo Print in an amount not to exceed \$7,600.00.

ROLL CALL VOTE: Brown – Yes
 Grischke – Yes
 Hartman – Yes
 Kinczkowski – Yes
 D. Oliver – Yes
 Wagner – Yes
 C. Oliver – Yes

MOTION CARRIED

NEW BUSINESS

1. Approval of 2023-2024 Fiscal Year Budget

Commissioners were happy to see Village events budgeted again.

Motion by Kinczkowski, supported by D. Oliver

To approve the 2023-2024 Fiscal Year Budget for Fund 248, Downtown Development Authority, as presented, with the anticipated expenditure of \$155,549.00.

VOTE: Ayes: 7 Nays: 0 MOTION CARRIED

2. Approval of Payables

Motion by Wagner, supported by D. Oliver

To approve the payables in the amount of \$43,141.01.

ROLL CALL VOTE: Brown – Yes
 Grischke – Yes
 Hartman – Yes
 Kinczkowski - Yes
 D. Oliver – Yes

Wagner – Yes
C. Oliver – Yes

MOTION CARRIED

PUBLIC FORUM:

Chairperson Oliver opened the public forum at 7:34 p.m. Hearing no comment, the forum was closed at 7:34 p.m.

MEMBER DISCUSSION: None

ADJOURNMENT:

Motion by Hartman, supported by D. Oliver

To adjourn the regular DDA meeting at 7:35 p.m.

VOTE: Ayes: 7

Nays: 0

MOTION CARRIED

Respectfully submitted,

Christine Oliver, Chairperson

Jill Chapman, Recording Secretary