

**VILLAGE OF PINCKNEY
DOWNTOWN DEVELOPMENT AUTHORITY
MONDAY, AUGUST 7, 2023**

CALL TO ORDER:

The meeting was called to order by Chairperson Oliver at 7:45 p.m.

Present: Joseph Hartman
Ted Kinczkowski
Christine Oliver
Donald Oliver
Trisha Wagner

Absent: Robert (Tim) Brown & Deborah Grischke

Also Present: Julie Durkin, Zoning Administrator & Planner Lucie Fortin (via Teams)

APPROVAL OF AGENDA:

Zoning Administrator Durkin stated that she would like to add New Business #3 for discussion of a part-time seasonal employee.

Motion by Kinczkowski, supported by Wagner

To approve the agenda as amended by adding New Business #3

VOTE: Ayes: 5 Nays: 0 Absent: 2 MOTION CARRIED

APPROVAL OF MINUTES:

Motion by Wagner, supported by D. Oliver

To approve the minutes of the June 5, 2023 Regular meeting as presented

VOTE: Ayes: 5 Nays: 0 Absent: 2 MOTION CARRIED

REPORTS:

Member Hartman stated that his family was able to attend the Hootin' in the Park. It was a very nice event.

PUBLIC FORUM:

Chairperson Oliver opened the public forum at 7:47 p.m. Hearing no comment, the forum was closed at 7:47 p.m.

OLD BUSINESS: None

NEW BUSINESS:

1. Economic Development Discussion

Zoning Administrator Durkin stated that she understands that there was some very good discussion with the representatives from the EDC at the joint meeting with Council. Based on that discussion, she has put together a list of pros and cons as well as some areas of improvement that we can work on to improve our downtown. She discussed the items that we are currently working on. She asked for suggestions to help stimulate the business owners. Durkin discussed possibly having a business forum to let all of the business owners air some of their frustrations and hear some of their suggestions. If we don't know what the problems are, we cannot help. She stated that we need to continue to move forward.

Discussion was held on looking to other entities such as the EDC for ideas to get the business owners involved. Discussion was held on bringing more businesses downtown to make it more of a destination and relying on the experts to help with recruitment. Attracting the right businesses to downtown should be a number one priority. It was stated that a lot of what is causing our businesses to close is out of our control. Discussion was held on needing businesses to support other business and cater to the amenities that we have available such as our trails, etc.

Durkin stated that she continues to try to provide information through the newsletter to let businesses know about training, funding, etc. through the SBA, EDC and others.

Discussion was held on needing a comprehensive plan of action to not only attract business but also support out existing business. We need to get our business owners on board with what the DDA is doing. It was stated that it does no good to simply talk about it at every meeting.

Discussion was held on the Board becoming more involved in local groups and activities.

Discussion was held on spotlighting businesses in the newsletters moving forward. Discussion was held on using social media.

2. Approval of Payables

Motion by Kinczkowski, supported by Wagner

To approve the May payables in the amount of \$20,347.56

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

MOTION CARRIED

3. Discussion – Part-time Seasonal help

Member Hartman stated that generally he would be opposed to hiring someone to pick weeds in the community garden simply because the gardeners do not do it. He is fine with DPW doing some work around the edge.

Durkin stated that she received an email over the weekend requesting that the DPW go out and pull weeds in the walkways and other things. She would agree that this is not something that the DPW should be responsible for. She did go out there this morning and thought that it looked great with very few weeds. The larger issue is the weeds around the individual gardens that the gardeners should be responsible for.

Discussion was held on the need to re-write the agreement with the gardeners next year to clarify their responsibilities. Discussion was held on the use of the garden being a privilege. Durkin stated that it has been agreed that the community garden is desired, and we have expended additional funds again this year. To spend more DDA funds for weeding is not warranted. She is not saying that we should not help maintain the area.

Durkin stated that she does think that there are some things within the DDA that can be done to help with the appearance, in particular the flower beds that we just spent money for new flowers. The weeds there are terrible. Her thought is to hire a part-time position 10-15 hours per week to edge around the garden, weed and maintain the flower beds downtown and other related duties. Dustin Moma has agreed to direct the position and provide the necessary equipment. There are funds budgeted for the Events/DDA Coordinator position which has not been filled. Her suggested position would only be temporary until approximately October, depending on the need.

The Board was in favor of the temporary position as long as the majority of the time spent is not on the Community Garden.

Motion by Wagner, supported by Kinczkowski

To approve a temporary, part-time position to assist with maintenance of downtown gardens and related functions

VOTE: Ayes: 5 Nays: 0 Absent: 2 MOTION CARRIED

Durkin stated that we had budgeted \$15-18 for the Events/DDA Coordinator and would hope that we could be somewhere in the middle for this position.

PUBLIC FORUM:

Chairperson Oliver opened the public forum at 8:24 p.m.

Julie Amy of 4680 Sierra Drive, Howell discussed the number of Pinckney school kids involved in sports and take pride in their community. She discussed the number of business owner groups. She discussed community involvement.

Hearing no further comment, Chairperson Oliver closed the forum was closed at 8:27 p.m.

MEMBER DISCUSSION:

ADJOURNMENT:

Motion by Hartman, supported by Grischke

To adjourn the regular DDA meeting at 8:28 p.m.

VOTE: Ayes: 5

Nays: 0

Absent: 2

MOTION CARRIED

Respectfully submitted,

Christine Oliver, Chairperson

Julie Durkin, Zoning Administrator
Recording Secretary