

**VILLAGE OF PINCKNEY
DOWNTOWN DEVELOPMENT AUTHORITY
MONDAY, OCTOBER 2, 2023**

CALL TO ORDER:

The meeting was called to order by Chairperson Oliver at 7:22 p.m.

Present: Savanna Gee

Deborah Grischke

Joseph Hartman

Christine Oliver

Trisha Wagner

Absent: Ted Kinczkowski, 1 Vacancy

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

APPROVAL OF AGENDA:

Motion by Wagner, supported by Gee

To approve the agenda as presented

VOTE: Ayes: 5 Nays: 0 Absent: 1 Vacancy: 1 MOTION CARRIED

APPROVAL OF MINUTES:

Motion by Gee, supported by Wagner

To approve the minutes of the September 6, 2023 regular meeting as presented

VOTE: Ayes: 5 Nays: 0 Absent: 1 Vacancy: 1 MOTION CARRIED

REPORTS: None

OLD BUSINESS: None

NEW BUSINESS:

1. Request for Funding – Spooktacular – October 28, 2023

Zoning Administrator Durkin explained that M36 Rotary is sponsoring the Spooktacular event again this year. They are asking that the DDA pay for the tent and the MC for the event. The total is \$675 and funds have been budgeted for that event.

Motion by Wagner, supported by Grischke

To authorize payment to Eventi Colangela Tent & Event Rentals in the amount of \$375 and to Lori Smith, Southern Drawl, in the amount of \$300 for the Spooktacular activities

ROLL CALL VOTE: Gee - YES
Grischke - YES
Hartman - YES
Oliver - YES
Wagner - YES
Kinczkowski - ABSENT
1 Vacancy

MOTION CARRIED

2. Approval of Expenditures – Santa’s Light Crew -Holiday Garland & Lights

Zoning Administrator explained that last year, the DDA decided to fund the lights and garland on the light poles throughout the DDA district for the holidays. At that time, the price included not only the installation but also the purchase of the materials with the understanding that years 2 & 3 the lease/installation price would be \$55 per pole. During the budget process, the Board also decided to include an additional 20 poles so that eventually all of the poles within the DDA would be decorated. The cost for year 1 for the 20 poles is \$110. The total amount this year for all 80 poles is \$5,500. This is slightly over the \$5,400 budgeted.

Motion by Grischke, supported by Wagner

To approve the quote from Santa’s Light Crew, LLC in the amount of \$5,500 for downtown holiday light pole decorations

ROLL CALL VOTE: Gee - YES
Grischke - YES
Hartman - YES
Oliver - YES
Wagner - YES
Kinczkowski - ABSENT
1 Vacancy

MOTION CARRIED

3. Holiday Banners

Zoning Administrator Durkin explained that we did not receive any acceptable designs as she had hoped. She has reached out to another company and will bring this to the Board in November so that hopefully we will get them up before the Light Up the Park event.

4. Approval of Payables

Motion by Hartman, supported by Gee

To approve the payables in the amount of \$16,746.98

ROLL CALL VOTE: Gee - YES
Grischke - YES
Hartman - YES
Oliver - YES
Wagner - YES

Kinczkowski - ABSENT
1 Vacancy

MOTION CARRIED

PUBLIC FORUM:

Chairperson Oliver opened the public forum at 7:28 p.m.

Mr. Frank Collins of 209 E. Unadilla complimented the Board on the sidewalks downtown and he appreciates the decorating for the holidays. He further stated that appreciates the pedestrian signs in the middle of the M36 to slow traffic.

Hearing no further comment, Chairperson Oliver closed the public forum at 7:29 p.m.

MEMBER DISCUSSION: None

ADJOURNMENT:

Motion by Hartman, supported by Wagner

To adjourn the regular DDA meeting at 7:30 p.m.

VOTE: Ayes: 5 Nays: 0 Absent: 1 Vacancy: 1 MOTION CARRIED

Respectfully submitted,

Christine Oliver, Chairperson

Julie Durkin, Zoning Administrator
Recording Secretary