

Village of Pinckney Downtown Development Authority

Meeting Minutes – July 11, 2025, | 9:30 AM

1. Call to Order

The meeting was called to order at 9:30 AM by Acting Chair **Jen Cook**.

2. Roll Call – Attendance

Present:

- Jen Cook (Acting Chair)
- Julie Amy
- Lynda Sager
- Jeff Berman
- Martina Fenech

3. Approval of the Agenda

Motion by **Julie Amy** to approve the agenda.

Seconded by **Lynda Sager**.

Motion passed unanimously.

4. Approval of the Minutes – June 13, 2025

Motion by **Julie Amy** to approve the minutes from June 13, 2025.

Seconded by **Lynda Sager**.

Motion passed unanimously.

5. Public Forum

Opened at **9:34 AM** and closed at **9:36 AM**.

No public comments.

6. Chairman's Report

Chair Jen Cook deferred to the agenda items, noting that all topics would be covered in the meeting's discussion.

7. Village Report – Jeff Berman

- **Fire Station Update:** Change of use and special use permit approved; ownership closing complete.
- **Tax Bill Corrections:** Addressed and resolved.
- **Light of the World Church:** Playground renovation underway; communication issues resolved and project progressing well.

8. DPW Report

No report was presented at this meeting.

9. Old Business

a. Community Garden

- Currently at a standstill.
- Discussion to continue at the next meeting regarding timeframe for property sale.
- **Martina** suggested utilizing unused garden spaces for planting produce to be donated to the food pantry.
- **All members supported this idea.**

b. Part-Time Event/Admin Coordinator

- A draft job description is in place.
- DDA is ready to finalize and post the position.
- Goal: Have a candidate in place by the **August 8, 2025** meeting.
- Budget has been approved.

c. Streetlight Repairs on M-36

- Quote received and **approved.**
- Project is **ready to move forward.**

d. Beautification Projects

- **Slideshow Proposal:** Previously discussed; no updates due to Greg's absence.
- **Mural Painting:** Requires coordination with business owners; separate from tree grate efforts.

e. Seal Coating – DDA Parking Lot

- Quote received and **approved.**
- Project is **ready to proceed.**
- **Dustin** will coordinate both the streetlight and seal coating projects.

f. Tree Grates on M-36

- 10 tree grates, only 2 with trees remaining.
- **Marie** leads a subcommittee (yet to meet).
- One quote received; group remains open to additional bids.

10. New Business

a. January 2026 Recognition Banquet – Jeff Berman

- Purpose: Recognize community members contributing time, talent, and treasure.
- Proposed integration with **Village Exchange** monthly voting.
- Possible venues: Horse Feathers, The Dial, Hell Saloon.
- It could serve as a fundraiser.
- Jeff to organize a planning team.

b. Light Up the Park/Main Street

- Inspired by Rochester's Main Street lighting.
- Early planning is required to aim for **Christmas 2025** installation.
- Considerations: Cost, service providers, and business owner contributions.

11. Event Recap & Planning

1. Memorial Day Parade

- Future parades to be coordinated by DDA's Event Coordinator.

2. Food Truck Fridays

- Next event: **Friday, July 18, from 12:00 PM to 8:00 PM.**
- Business owners may contact **Mike** to set up tents/chairs.

3. "Who in the Park" Thursdays

- Running for the 7th summer season.

4. Spooktacular (Rotary Event)

- DDA typically donates to a specific item.
- Planning and coordination to follow.

5. Light Up the Park

- Previously discussed under new business.

12. Public Forum (Reopened at 10:04 AM)

- **Ethan Mullins** (Panther) and **Christina Brown** (Wellbridge Hospital Liaison) introduced themselves.
- Christina expressed interest in:
 - Setting up a Wellbridge tent for Food Truck Fridays.
 - Increasing Wellbridge's community representation.
 - Receiving help in promoting their events within the community.
- Forum closed at **10:12 AM.**

13. Member Discussion

- **Meeting Frequency:** Suggestion made to consider skipping July meetings due to summer conflicts, but **12 meetings per year are required.**
- **Alternative:** Consider **Town Hall** meetings to fulfill monthly meeting obligations if July attendance is low.

14. Adjournment

Motion by **Julie Amy** to adjourn.
Seconded by **Lynda Sager**.
Meeting adjourned.

Julie Amy DDA Secretary

Date:

Mike Szafranski DDA Chair

Date:

DRAFT