

Village of Pinckney Downtown Development Authority

Meeting Minutes

Date: Friday, October 10, 2025

Time: 9:30 a.m.

Location: Village of Pinckney

1. Call to Order

The meeting was called to order at **9:30 a.m.** by **Acting Chair Jen Koch**.

2. Roll Call

Member	Present	Absent
Mike Carney		✓
Marie Butler		✓
Mike Szafranski		✓
Bridget Kane	✓	
Linda Sager	✓	
Jen Koch (Acting Chair)	✓	
Julie Amy	✓	
Greg Strine	✓	
Martina Fenech	✓	
Jeff Burmann	✓	

A quorum was present.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Additions to the Agenda

Jeff Burmann requested to add an agenda item regarding the **need for Planning Commission ad hoc members**, noting that the DDA's reinstatement may make some ad hoc roles redundant since attendance has been inconsistent.

- **Motion to add agenda item:** Made by **Lynda Sager**, seconded by **Martina Fenech**.
- After discussion, **Greg Strine** made a motion to approve the addition, **Julie Amy** seconded.

- **Motion carried unanimously.**

5. Approval of Minutes

- **Motion:** Julie Amy moved to approve the September 2025 meeting minutes.
- **Second:** Bridget Kane
- **Roll Call:** All in favor. **Motion carried.**

6. Public Forum (9:34 a.m. – 9:36 a.m.)

- **Speaker:** Linda Van Blaricum
 - Shared a *Wreaths Across America* flyer.
 - Requested participation from business owners and help sharing the flyer.
- **Public forum closed at 9:36 a.m.**

7. Village Report (Jeff Burmann)

- **Manager Report:** Forthcoming.
- **Special Land Use Application:** Submitted for a second marijuana location.
- **Grants:** \$40,000 secured for PCYDI.
- **Social District:** Jeff is collaborating with Bliss & Fish; it will be the longest in the state. A street-closing fee will be implemented for cost recovery.
- **Ordinance Updates:**
 - Reviewing outdated “no parking on grass” ordinance.
 - Creating a **Residential Rental Dwelling Ordinance** to ensure landlord accountability.
- **Water/Sewer:** Rate increases expected by October 27 due to lack of reserves since 2018.
- **Lloyd Bond Park:** Work has begun; sand and mulch to be added in spring.
- **Community Liaison:** **Jo Self** has been hired.

8. Old Business

a. *Wreaths Across America*

- Suggestion to share the flyer at the upcoming Business Owners Meeting.
- Members discussed ensuring correct flyer links are circulated for easy public participation.

b. *Community Garden*

- Ongoing discussions about locating it near the Village Hall building (TBD).
- **Greg Strine** presented a proposed layout blueprint available for viewing.

c. *Streetlight Repairs on M-36*

- **Mike Szafranski** and **Dustin** are coordinating the October replacement project; invoice pending.

d. *Hiring Committee Update*

- The DDA hiring committee quickly appointed **Jo Self** as Community Liaison.

- Jo will provide regular reports at future meetings.

9. New Business

a. *Recognition Banquet*

- Jo is researching January dates and potential locations for a Village recognition banquet.

b. *Light Up the Park / Main Street Lighting*

- Inspired by Rochester's model.
- **Mike Szafranski** gathering quotes for curtain lights.
- **Goal:** Create a "wow factor" annual tradition, beginning small and expanding yearly.
- **Motion:** Julie Amy moved to request a **budget resolution** to establish "Light Up the Park" as a DDA budget line item.
- **Second:** Bridget Kane
- **Discussion:**
 - Linda inquired about specific coding.
 - Jo noted this year will serve as a pilot project.
- **Roll Call:** All in favor. **Motion carried.**

c. *Governor Whitmer Funding (2026)*

- Mike, Jo, and Jeff are working on funding opportunities for Main Street businesses.

d. *Parking Lot Concerns*

- Discussion regarding continued business parking in the hardware/vet lot.
- Further clarification needed; Jeff will meet separately with Lynda and Debbie Craig.

e. *Women's Summit*

- Date changed to **November 11, 6–8 p.m. at Bliss & Fish.**
- Hosted by **Jo Self** and **Julie Amy**, focusing on community networking and open dialogue.

f. *Pinckney Spectacular Participation*

- DDA to host a tent and distribute candy.
- Discussion included involving businesses, adult giveaways, and cross-promotion with the Business Owners Group.

g. *Planning Commission Ad Hoc Members*

- Discussion on attendance issues and relevance of roles.
- Commitment from **Mike Carney** and **Jen Koch** to increase participation moving forward.
- Meetings occur the first Monday of each month.

10. Upcoming Events

- **Community Garden Cleanup:** Completed successfully (September 20).
- **Pumpkins in the Park:** October 21
- **Pinckney Spectacular:** October 25
- **Light Up the Park:** TBD

11. Public Forum (10:14 a.m. – 10:15 a.m.)

- **Speaker:** Jeanetta from *Light of the World Church*
 - Introduced the *Run for the Gold* St. Patrick's Day 5K event.
- **Forum closed at 10:15 a.m.**

12. Member Discussion

- **Business Owners Group Meeting:**
 - **Date:** October 23, 6–8 p.m. at the Pinckney Library.
 - **Speaker:** Jeff Burmann presenting the Village Vision and business collaboration.
- **Employee Recognition Dinner:**
 - Jeff requested business donations to support the annual event for Village staff (5 DPW, 5 Police, 8 Office).
- **Beautification:**
 - Lynda noted public concerns about Main Street flower beds.
 - Jeff explained DPW staffing challenges and plans to refine job descriptions and benchmarks.
- **Village Website:**
 - Updates are ongoing; expected completion by **Christmas**.
- **Community Garden Layout:**
 - Greg presented a proposed blueprint available for review.

13. Adjournment

- **Motion to Adjourn:** Julie Amy
- **Second:** Linda Sager
- **Roll Call:** All in favor.
- **Meeting adjourned at 10:45 a.m.**

Minutes Prepared by:

Julie Amy, Secretary
Village of Pinckney DDA

Mike Szafranski, DDA Chair
Village of Pinckney DDA

Approved by the DDA on: _____