

Village of Pinckney Downtown Development Authority (DDA)
Regular Meeting Minutes
Date: Friday, December 12, 2025
Time: 9:30 a.m.
Location: Village Hall

1. Call to Order

Chair Michael Szafranski called the meeting to order at 9:31 a.m.

2. Roll Call

Present: Michael Szafranski, Julie Amy, Marie Butler, Greg Strine, Bridget Kane, Jeff Buerman, Martina Fenech

Absent: Jen Cooke, Mike Carney, Linda Seger

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Approval of Agenda

Motion: Marie Butler
Second: Greg Strine
Vote: All approved

Motion carried.

5. Approval of Minutes

Minutes from November 14, 2025

Motion: Julie Amy
Second: Martina Fenech
Vote: All approved

Motion carried.

6. Public Forum

Public Forum opened at 9:34 a.m. and closed at 9:34 a.m.

No public comments were made.

7. Reports

A. Chair's Report

Chair Michael Szafranski reported on Light Up the Park, stating the event went very well. He noted positive community response and strong public favor reflected in online engagement and feedback.

B. President's Report

President Jeff Buerman provided a verbal summary of the written President's Report included in the meeting packet.

Key highlights included:

- 911 Communications Tower Project: A county-led project is moving forward to install a new 911 communications tower serving the region. Estimated timeline is 24–46 months. The tower footprint may be approximately $\frac{1}{4}$ acre. Potential exists for a telecommunications provider (possibly Verizon) to co-locate, which may generate revenue.
- Pinckney Chrysler: New front façade planned; construction anticipated to begin in the spring.
- Pinckney Fitness: Improvements progressing; anticipated opening in January.

The full written President's Report remains on file as part of the official record.

C. DPW Report

No Department of Public Works representative was present.

8. Old Business

A. Wreaths Across America

Members were reminded of Wreaths Across America, scheduled for December 13, 2025, at 12:00 p.m., with a requested arrival time of 11:45 a.m.

B. Community Garden Committee Recommendation

A presentation was provided by Greg Strine, Martina Fenech, and Michael Szafranski, supported by written documentation and conceptual materials included in the meeting packet.

Summary of Supporting Materials (Entered Into the Record)

Written narrative describing the purpose and vision of the Community Garden, including honoring Pinckney's agricultural heritage, creating hands-on community engagement, and supporting educational opportunities and wellness.

Additional written rationale emphasizing meaningful real-world engagement for children and families.

A conceptual hand-drawn site sketch illustrating a proposed relocation of the Community Garden to Village-owned property behind Village Hall, including: raised beds and educational beds, accessible walkways and slope considerations, a produce sharing area, compost and shed locations, picnic/gathering space, and drainage/rain garden considerations. The sketch was presented for conceptual purposes only and is not a final engineered plan.

Board Action

Motion: Marie Butler moved to approve forwarding the Community Garden Committee presentation and recommendation to the Village Council.

Second: Bridget Kane

Vote: All approved

Motion carried.

Discussion Highlights

Discussion included compost handling concepts, fencing considerations, watering options (including irrigation timer/hoses and rain barrels), produce sharing details (free), and shed security (locked). Final decisions remain subject to Village Council approval.

C. Recommendation Regarding Current Community Garden Property (135 W.)

Discussion was held regarding the current Community Garden property and a possible recommendation to the Village Council to explore sale options and process.

Key points included:

- Potential open request for realtor proposals to market the property.
- Any sale process would require a public hearing and Village Council approval.
- Clarification that the DDA may receive approximately 68% of sale revenue.
- Alternative concepts discussed included redevelopment possibilities and/or installing pads for food trucks/kiosks to support social district activity.

Motion: Julie Amy moved to recommend that the Village Council consider the sale of the property located at 135 W.

Second: Marie Butler

Vote: All approved

Motion carried.

D. Tree Grates / Beautification Discussion

Discussion occurred regarding tree grates, beautification priorities, and available funding. It was noted that beautification funding is approximately \$38,000, with some flexibility.

A committee consisting of Marie Butler (Chair), Jo Self, Bridget Kane, and Greg Strine will meet and prepare a proposal for presentation at the February DDA meeting. The Community Garden Committee will submit its budget to support coordinated planning.

E. Recognition Banquet

The Board discussed the DDA Recognition Banquet scheduled for January 30 at The DIO.

Items discussed included nomination categories, voting process, ticket pricing, capacity (approx. 60–100), food options, BYO wine option, fundraising ideas (silent auction items, sponsorships, scholarship seats), payment processing needs and appropriate accounts/EIN, and award design incorporating Village branding. Jeff Buerman will investigate account/payment requirements.

9. New Business

A. Social Media Presence

Jo Self reported creation of a DDA liaison Facebook business page and continued work to establish an Instagram presence.

B. Pinckney Business Owners Group Re-Launch

Outlining of the Pinckney Business Owners Group, including: monthly meetings at the Pinckney Community Library; focus on networking, referrals, collaboration, and mentorship; business promotion opportunities; annual membership structure beginning January 1, 2026; and coordination with the Village and DDA. Julie Amy noted meetings are scheduled the second Thursday of each month from 6:30–8:00 p.m. at the library.

10. Public Forum (Second Session)

Public Forum opened at 11:00 a.m. and closed at 11:00 a.m.
No formal public comments were made.

11. Board Discussion: Rumor Mills / Community Communication / Ambassadors

The Board held a group discussion regarding misinformation and “rumor mill” concerns in the community. Members discussed the importance of sharing accurate information whenever possible and serving as ambassadors for the Village.

Clarifications shared included:

- Rumors regarding Hell Survivors and firearms were stated as not accurate.
- Rumors regarding efforts to shut down the library were stated as not accurate.

- Ongoing ordinance work was referenced, including topics such as parking on grass.
- It was noted that Village and DDA social media pages will be information-only and not open for comments.
- Members were encouraged to help amplify correct information and “start the positive rumor” by sharing factual updates.

A Home Rule Committee meeting was noted for January 7 at 6:00 p.m. at Village Hall.

12. Adjournment

Motion: Marie Butler

Second: Greg Strine

Vote: All approved

Meeting adjourned.

Mike Szafranski DDA Chair

Julie Amy DDA Secretary

Respectfully submitted,
Julie Amy

Secretary, Downtown Development Authority
Village of Pinckney