

# Tuscarora Township Downtown Development Authority (DDA)

## Regular Meeting Minutes

Date: June 16, 2025

Time: Meeting called to order at 7:07 p.m.

Location: Tuscarora Township Hall

### 1. Call to Order

Chair Dan Nivelt called the meeting to order at 7:07 p.m.

### 2. Roll Call

Member	Status
Dan Nivelt	Present
Dawn Bodner	Absent
Sue Fisher	Present
Kris Olsen	Absent
Matt Whitener	Absent
Trudy Maves	Present
Tyler Goral	Absent
Lori Pollard	Present
Eric Delamielleure	Present

### 3. Approval of Agenda

- - Motion to approve the agenda by Sue Fisher second by Lori Pollard
- - Motion carried unanimously.

#### 4. Approval of Previous Meeting Minutes (May 19)

- - Correction noted: event referred to as 'Happy Sturgeon'.
- - Motion by Eric Delamielleure and second by Lori Pollard to approve minutes as corrected
- - Motion carried unanimously.

#### 5. Financial Report

- - Pool Account balance: \$157,514.64.
- - Pending transfers to USDA and bond reserve.
- - Bills paid: \$500 (Music), \$1,200 (Power Sweeping), \$10,000 (Concrete).
- - Motion made by Eric Delamielleure to approve financial report, seconded by Lori Pollard
- carried unanimously to approve report.

#### 6. Safe Routes to School / Pathway Expansion

- - East side of road preferred pending survey.
- - Trudy to be contact person.
- - Motion to approve up to \$100 postage for business owner mailings made by Dan Nivelt, seconded by Sue Fisher
- Motion carried unanimously.

#### 7. Streetscape / Sidewalks

- - Final concrete work complete and under budget.
- - Project removed from agenda.

#### 8. Sidewalk Sealing

- - Bid to be posted for power washing and sealing.
- - Future DDA upkeep model discussed.

#### 9. Budget Updates

- - New expenses include pathway and art maintenance.
- - Motion to increase maintenance budget to \$5,000 made by Dan Nivelt, seconded by Lori Pollard
- Motion carried unanimously.

#### 10. Community Promotion

- - Promotion ideas discussed (e.g. acoustic music, family events).

- - Collaborations with local businesses and performers encouraged.
- - No additional budget motion made.

#### 11. Election of Officers

- - Motion to elect: Dan Nivelt (Chair), Dawn Bodner (Vice Chair), Eric (Secretary), Lori Pollard (Treasurer) made by Sue Fisher, second by Dan Nivelt
- - Motion carried.

#### 12. Board Reappointments

- - Kris Olson and Lori Pollard recommended for 4-year reappointments (through 2029) made by Dan Nivelt, seconded by Trudy Maves.
- - Motion carried.

#### 13. Bylaw Amendments – Term Limits

- - Discussion tabled pending MCL reference.

#### 14. Public Comment

- - No public comments offered.

#### 15. Board Comment

- - Appreciation expressed to members.
- - Update on exercise project delayed due to contact's family matters.

#### 16. Adjournment

- - Motion to adjourn made by Sue Fischer.
- Meeting adjourned.