

Tuscarora DDA – Meeting Minutes

Date: October 20, 2025

Location: Tuscarora Township Hall

Meeting Type: Regular Meeting

1. Roll Call

Present: Dan; Dawn; Eric; Trudy; Lori; Kris

Absent: Matt; Sue

Quorum: Established.

2. Approval of Agenda

- Addition: “Fireworks Committee” added under New Business (item G).
- Motion: To approve the agenda as amended by Dawn. Seconded by Lori. Motion carried.

3. Approval of Previous Minutes

- September minutes presented.
- Motion To approve the September minutes by Dawn. Seconded by Lori. Motion carried.

4. Treasurer’s / Financial Report

- Reported balance: \$158,529.28.
- Expenses noted: Consumers bill of \$36.31; purchase of sprayers for sidewalk sealing (approved by Chair to meet timing); regular loan payment made.
- Motion: To approve the Treasurer’s report by Eric. Seconded by Kris. Motion carried.

5. Safe Routes to School / Pathway Expansion

- No new public comments or letters received beyond those from two months prior.
- RFP for feasibility study has not yet been posted.
- Coordination planned with:
 - Denise Kline (planning/feasibility support) – meeting to be scheduled after her conference.
 - Quinn Ridley – to define scope/needs.
 - Performance (consulting firm) – meeting on Wednesday; follow-up to include feasibility scope.

- Action Items:

- 1) Set scope with Quinn Ridley for feasibility RFP.
- 2) Post RFP once scope is confirmed.
- 3) Schedule call with Denise Kline and invite DDA members to join.

6. Downtown Sidewalk Cleaning & Sealing

- Contractor Update: Doug completed significant sealing work; approx. 30 hours invested; spray application working well; visual improvement noted.
- Materials: Needs ~5 more gallons of sealer. Supplier to be confirmed (via previous purchase source / Tyler). Sprayers procured.
- White Concrete Panels: Discussed whether to seal in 2026; mixed guidance (pros: longevity; cons: cost ~4x red pavers). To research product needs and best practices over winter.
- Safety: No slipperiness observed on newly sealed surfaces during wet conditions.
- Repairs: Panel in front of BCP still pending; follow-up with James Lucas planned.

7. Sturgeon Site – Well Cover & Drinking Fountain

- Well/Wall Cover: Temporary lean-to style cover to be constructed for winter; permanent small house-style enclosure to be designed for board review.
- Drinking Fountain: Unit is freestanding stainless model; will require installation atop a dry well in spring to manage drainage.

8. DDA Board Membership Vacancy

- No applications received to date; several individuals expressed interest informally. Board members will continue outreach and remind prospects to submit applications.

9. Benches – Maintenance & Donation

- Maintenance: Existing powder-coated benches (especially near Safe Routes access points) showing rust on edges; proposal to obtain refurbishment quote from a local powder-coating vendor. Photos/dimensions to be provided for estimate.
- Donation: Chris Benson offered a dock-style bench (vinyl/composite) as a donation intended for the Sturgeon site. As a matching bench already exists there, the Board favors placing the donated bench at the kayak launch (subject to donor approval) and coordinating with the Women's Club and BLPA. Follow-up: Text donor and confirm location; if needed, bring to Women's Club/BLPA for input.

10. Community Welcome Signs

- Existing painted gateway signs on M-68 and other approaches show peeling and age (last refreshed ~5–6 years ago).
- Idea: Consult prior signage vendor about a more permanent, metal-based design that visually aligns with other town informational signs. Bring concepts and costs to next meeting.

11. DTE / Grants / MDOT Coordination

- DTE Community Liaison: Met with Chris Hackbarth (via Carlin Smith introduction). DTE is supportive of local events (e.g., holiday cocoa) and shared numerous grant leads (from small to large). Information circulated to local nonprofits (e.g., food bank, Ronin's House).
- MDOT I-75 Bridge (Exit 310): Target year 2029 for full replacement; opportunities to request wider shoulders (discussed ranges from 8' to potentially 12') to accommodate safer multimodal connections and wayfinding. Consider aesthetic treatments (community-funded) on the new structure.
- Wayfinding & Enforcement: Pursue stronger trailhead signage guiding snowmobiles/ORVs to legal routes; coordinate with Sheriff's Office on pamphlets and zero-tolerance enforcement for riding on sidewalks; explore easements and additional gates/bollards at key locations to protect streetscape.

12. Purchase Orders / Carry-Forward Notes

- Prior action items and notes were reviewed within agenda items above.

13. New Business

G. Fireworks Committee – U.S. Semiquincentennial (2026)

- Proposal: Form an inter-board committee (DDA, Township Board, Parks Commission) plus at least two community members to plan expanded Independence Day activities.
- Concepts: Fireworks on Friday, July 3, 2026; parade on Saturday, July 4; friendly softball game (e.g., Police vs. Fire vs. local groups); evening entertainment; potential live-stream; dramatic readings (e.g., Gettysburg Address, Washington's addresses).
- Representation: Discuss potential DDA representative(s) and outreach to interested business owners; revisit at next meeting.

14. 2026 Summer Music Series & Event Banners (For December/January Agendas)

- Music Series: Form a committee; invite business owners from all districts to provide input and coordinate schedules.

- Banners Policy: Draft guidelines (allocation of poles, durations, deposits for install/removal, protection of existing banners, and timelines). Women's Club suggested alternating-pole availability; ensure deposit/liability language for damage during swaps.

15. Public Comment

- None.

16. Adjournment

- Motion to adjourn passed. Meeting adjourned.

Action Items Summary

Item	Owner(s)	Due / Notes
Define feasibility RFP scope and post (Safe Routes).	Quinn Ridley; DDA leads	Schedule call; circulate draft for review.
Schedule call with Denise Klene re: feasibility support.	Chair/Coordinator	After her conference; invite board.
Source 5 more gallons of sealer; finish 2025 sealing.	Doug; Tyler (supplier check)	Before winter if weather allows.
Follow up on BCP sidewalk repair.	Trudy; James Lucas	Report status next meeting.
Design temporary well cover; develop permanent enclosure concept.	Project Lead	Temporary before winter; concept in winter.
Outreach on DDA board vacancy; solicit applications.	All Board	Ongoing until filled.
Obtain quote for bench powder-coat refurbishment.	Designated Member	Bring estimate & photos next meeting.
Coordinate donated bench location (kayak launch) with donor/Women's Club/BLPA.	Trudy (to text donor)	Confirm acceptance & placement plan.
Consult signage vendor for durable gateway sign concepts.	Designated Member	Share options & costs next meeting.
Coordinate with MDOT/DTE/Trails groups	Working group	Winter work sessions;

on signage, enforcement aids, and funding.

report back.

Draft banner policy framework (allocation, deposits, timelines).

Drafting subgroup

Bring draft for discussion in Dec/Jan.

Recruit for 2026 Fireworks Committee; confirm DDA rep.

Board leadership

Bring recommendation next meeting.