

1. **CALL TO ORDER.** Chairman Jim Allen called the meeting of the Clare Downtown Development Authority to order at 8:00 a.m.; the meeting was held in person at the Pere Marquette District Library (Room LLA).  
Board and Authority members present:  
Chairman Jim Allen, Shari Buccilli, Vince Demasi, Dean Doherty, Jeremy Howard, Maegan Jenkins, Greg Rynearson, Mary Ann Shurlow.  
Members absent:  
Christine Duhaime, Tom Koch, Dave Maxwell, Gus Murphy, and Dawn Thomas.  
Also present:  
Tom Pirstill, Clare County Transit Corporation Executive Director.
2. **APPROVAL OF AGENDA.** Motion by Shari Buccilli and supported by Greg Rynearson to approve the agenda as presented. The motion was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Dean Doherty and supported by Greg Rynearson to approve the minutes of the February 5, 2021 meeting as presented. The motion was unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
  - A. **PA 57 Public Information Meeting** – Chairman Allen provided the DDA Board and those in attendance an overview of the PA 57 requirements, briefly reviewed the purpose and mission of the Clare DDA. Dean Doherty made the motion to hold the public hearing in accordance with PA 57; Mary Ann Shurlow supported the motion. The motion was unanimously passed. Chairman Allen opened the public hearing. Tom Pirstill, Clare County Transit Corporation Executive Director spoke and thanked the board for their continued work with CCTC. Dean Doherty made the motion to close the public hearing in accordance with PA 57; Maegan Jenkins supported the motion. The motion was unanimously passed. Chairman Allen closed the public hearing.
  - B. **Payment of Bills.** The bills were submitted to the Board for review and approval. A motion was made by Mary Ann Shurlow and supported by Vince Demasi to approve the bills as presented. Some brief discussion was held regarding some expenses and it was suggested Chairman Allen meet with City Manager Howard as well as Finance Director Kingsbury and DPW Director Potter to discuss further. The motion was unanimously approved.
6. **ADJOURNMENT.** Dean Doherty made a motion to adjourn the meeting seconded by Greg Rynearson. The motion was unanimously passed. Meeting adjourned at 8:22 a.m.

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Jim Allen, Chairman

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Jeremy Howard, Secretary