

1. **CALL TO ORDER.** Chairman Jim Allen called the meeting of the Clare Downtown Development Authority to order at 8:16 a.m. on Thursday, October 14, 2021; the meeting was held in person in the Clare City Hall Commission Chamber.
Board and Authority members present:
Chairman Jim Allen, Shari Buccilli, Vince Demasi, Dean Doherty, Jeremy Howard, Tom Koch, Gus Murphy, Greg Rynearson, and Mary Ann Shurlow.
Members absent:
Christine Duhaime, Maegan Jenkins, Dave Maxwell, and Dawn Thomas.
Also present:
Shannon Sirpilla-Finance Director/Treasurer, Luke Potter-DPW Director, and Tom Pirnstill-Executive Director at Clare County Transit Corporation.
2. **APPROVAL OF AGENDA.** Motion by Mary Ann Shurlow and supported by Gus Murphy to approve the agenda as presented. The motion was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Shari Buccilli and supported by Mary Ann Shurlow to approve the minutes of the August 16, 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. This is the second of the two biannual public hearings as required by PA 57. Gus Murphy made the motion to open the public hearing in accordance with PA 57; Shari Buccilli supported the motion. The motion was unanimously passed. Chairman Allen opened the public hearing. Tom Pirnstill-Executive Director at Clare County Transit Corporation shared an update on CCTC and thanked the board for their work. Gus Murphy made the motion to close the public hearing in accordance with PA 57; Shari Buccilli supported the motion. The motion was unanimously passed. Chairman Allen closed the public hearing.
 - B. **Discussion Topic – Downtown Dining Igloos**
Recently, a downtown business owner approached the city with the question of being allowed to have an outdoor dining “igloo” that would be placed in a parking space. Discussion ensued. The DDA Board is not comfortable at this time approving the placement of an “igloo” on 4th Street due to a number of issues (safety concerns, closeness to McEwan, concerns on how snow plowing would be able to be done, etc.).
 - C. **Payment of Bills.** The bills were submitted to the Board for review and approval. A motion was made by Greg Rynearson and supported by Gus Murphy to approve the bills as presented. The motion was unanimously approved.
6. **PUBLIC COMMENT.** None.
7. **ADJOURNMENT.** Chairman Jim Allen adjourned the meeting without objection at 8:40 a.m.

Jim Allen, Chairman

Jeremy Howard, Secretary