

1. **CALL TO ORDER.** Chairman Jim Allen called this regular meeting of the Clare Downtown Development Authority to order at 8:00 a.m. at Clare City Hall and subsequently led the Pledge of Allegiance. Authority members present: Chairman Jim Allen, Shari Buccilli, Tom Koch, Gus Murphy, Vince Demasi, Mary Ann Shurlow, Greg Rynearson, Christine Duhaime, and Ken Hibl. Members absent: Dawn Thomas, Al Iacco, Dean Doherty, Linda Guiliani, and Don Chiodo.
2. **APPROVAL OF AGENDA.** Motion by Vince Demasi and supported by Mary Ann Shurlow to approve the Agenda as presented. The Agenda was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Shari Buccilli and supported by Mary Ann Shurlow to accept the minutes as presented. Minutes unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
 - A. **Downtown Development District Liquor License.** Morgan Humphrey, the owner/manager of the Heart of Michigan Café and The Venue, has approached the City requesting support for her application to the Michigan Liquor Control Commission for the issuance of a downtown economic development liquor license, which the City qualifies for. Her request is being presented to the City Commission for consideration at the Commission's March 5th scheduled meeting. The City Commission will not act on the request without a review and recommendation of the request by the Clare Downtown Development Authority. Morgan Humphrey and her grandfather/owner of the building, Mr. Larry Kleinhardt, attended the meeting. Subsequent to discussion with Larry and Morgan, Mary Ann Shurlow made a motion recommending approval of the liquor license application; Gus Murphy supported the motion. The Board unanimously approved the motion.
 - B. **Update: Downtown Gateway Project.** The Work Group updated the DDA members on the progress made in the design of the project. The Board was satisfied with progress made, and they offered no comments or related recommendations.
 - C. **Discussion Topic: Expansion of DDA District.** Chairman Jim Allen offered the history of the formation of the current district boundaries of the Clare DDA and led the discussion pertaining to the potential for changing the DDA District boundaries. A consensus was reached on a preliminary district boundary change. A motion was made by Gus Murphy and supported by Vince Demasi to finalize the district boundary changes for consideration. The Board unanimously approved the motion.
 - D. **Payment of Bills.** The bills were submitted to the Board for review and approval. A motion was made by Gus Murphy and supported by Shari Buccilli to approve the bills as presented. The motion was unanimously approved.
6. **Public Comment** – None.
7. **ADJOURNMENT.** Meeting adjourned at 8:47am.

Jim Allen, Chairman

Ken Hibl, Secretary