

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, Dawn Thomas, Al Iacco, Dean Doherty, Gus Murphy, Vince Demasi, Mary Ann Shurlow, Greg Rynearson, Christine Duhaime, and Ken Hibl. Members absent:, Tom Koch, Linda Guiliani, and Don Chiodo.
2. **APPROVAL OF AGENDA.** Motion by Gus Murphy and supported by Shari Buccilli to approve the Agenda as presented. The Agenda was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Mary Ann Shurlow and supported by Vince Demasi to accept the minutes as presented. Minutes unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
 - A. **Façade Improvement – 601 McEwan.** Ms. Gus Murphy, the owner of the downtown buildings located at 601 N. McEwan Street shared with the Board a proposal for a major façade improvement project for these buildings; a facsimile of the proposed changes were made to the Board. The façade change is scheduled to be presented to the City’s Planning Commission for approval at a special meeting on April 16th. The proposed façade improvement project requires review and approval of the DDA prior to consideration of the Planning Commission Vince Demasi made a motion recommending approval of the proposed façade improvement; Greg Rynearson supported the motion. Gus Murphy abstained from voting stating a financial interest in that she is the owner of the building; the remainder of the Board members present at the meeting unanimously approved the motion.
 - B. **Approval to Proceed with the Proposed DDA District Boundary & TIF Boundary Changes.** At the March 2nd DDA Meeting, the board approved in principle to amend the existing DDA and TIF boundaries on the condition that Mr. Allen, the Board Chair, conduct a final review of the boundary changes. Mr. Allen completed his review and provided his recommendations to the Board. Vince Demasi made a motion recommending approval to proceed with the process to amend the current DDA District & TIF Boundaries; Dawn Thomas supported the motion. The motion was unanimously approved
 - C. **Information Topic: Redevelopment Ready Community (RRC) Certification.** The Board was provided an overview of the Michigan Economic Development Agency’s RRC Program. No action was required of the Board.
 - D. **Presentation of Final Design: Downtown Gateway Project.** The final design for the Downtown Gateway Project was presented to the DDA at the April 6th meeting. No action was required of the Board at this time.
 - A. **Payment of Bills.** The bills were submitted to the Board for review and approval. A motion was made by Gus Murphy and supported by Mary Ann Shurlow to approve the bills as presented. The motion was unanimously approved.

April 6, 2018

APPROVED

6. **Public Comment** – None.
7. **ADJOURNMENT**. Meeting adjourned at 8:47am.

Jim Allen, Chairman

Ken Hibl, Secretary