

1. **CALL TO ORDER.** Chairman Jim Allen called this regular meeting of the Clare Downtown Development Authority to order at 8:00 a.m. within the Commission Chambers of Clare City Hall and subsequently led the Pledge of Allegiance. Board and Authority members present: Chairman Jim Allen, Shari Buccilli, Christine Duhaime, Maegan Jenkins, Dave Maxwell, MaryAnn Shurlow, Ken Hibl, Vince Demasi, Dean Doherty, Tom Koch, Chuck Rogalski, Greg Rynearson and Dawn Thomas. Steven Kingsbury, the City Treasurer/Finance Director, was also present. Members absent: Gus Murphy.
2. **APPROVAL OF AGENDA.** Motion by MaryAnn Shurlow and supported by Dawn Thomas to accept the agenda as presented. Agenda unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Vince Demasi and supported by Shari Buccilli to approve the minutes of the February 1, 2019 meeting as presented. The motion was unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**

A. Proposed Establishment of Commercial Rehabilitation District. Michigan Public Act 255 of the Acts of 1978 established a law that allowed individual property owners to request or governmental units on their own initiative to establish Commercial Rehabilitation Districts for the purpose of enabling commercial property owners within the established District(s) to apply for a Commercial Exemption Certificate to assist in renovating and expanding aging facilities and assist in the development of new facilities, thereby providing an incentive for improvement of aged buildings and promoting economic development. PA 255 and the provisions therein use the same principles established in Michigan Public Act 198 of the Public Acts of 1974, which the City has effectively used for the past two decades to approve Industrial Facilities Exemption Certificates for its local industrial business community, thereby achieving tremendous success in expanding the City's industrial base and contributing to local job creation. The City has received a request from Hotel Doherty, Incorporated, to establish a Commercial Redevelopment District. The City Staff has recommended that the district, if approved, mimic the geographical boundaries the present DDA District. Following discussion Vince Demasi made a motion to recommend that the Clare City Commission establish the requested district with boundaries identical to the current boundaries of the DDA District; the motion was supported by Greg Rynearson. YEAS : Allen, Buccilli, Duhaime, Jenkins, Maxwell, Shurlow, Hibl, Demasi, Doherty, Koch, Rogalski, Rynearson, and Thomas. NAYS: None. ABSTAIN: Doherty. ABSENT: Murphy.

B. Application for Commercial Rehabilitation Exemption Certificate - Hotel Doherty. The Doherty Hotel, with the assistance of the Michigan Economic Development Corporation (MEDC), the Middle Michigan Development Corporation (MMDC), and the consulting firm of Spence Brothers of Saginaw, has been developing plans to renovate the original (1924), aging section of the hotel for the past year. The estimated cost of the project is in excess of \$6M; consequently, the Doherty Hotel has submitted a request to MEDC for financial assistance. MEDC has positively indicated fiscal assistance will be provided, but has concurrently advised they believe it appropriate that local

government provide evidence of its support of the project and suggested the City consider establishing a Commercial Rehabilitation District to allow the Doherty Hotel to apply for a Commercial Exemption Certificate, thereby defraying local taxation on the project improvements for the period of the exemption certificate granted. The anticipated construction start date is late-June/early-July 2019. The final scope of the project (currently a complete façade restoration to return the hotel to its original 1924 appearance; rehabilitation of 39 of the original hotel rooms converting this space to 21 modern, enlarged guest suites; and rehabilitation of the bar area) will be determined by the amount of financial assistance that can be assured. Hotel Doherty has applied to the City of Clare for an exemption certificate; the request is scheduled to be considered by the Clare City Commission at its scheduled meeting of May 20, 2019. Following discussion, Dawn Thomas made a motion to recommend the Clare City Commission approve the requested exemption certificate for twelve (12) years without stipulation or conditions; Mary Ann Shurlow supported the motion. YEAS: Allen, Buccilli, Duhaime, Jenkins, Maxwell, Shurlow, Hibl, Demasi, Doherty, Koch, Rogalski, Rynearson, and Thomas. NAYS: None. ABSTAIN: Doherty. ABSENT: Murphy.

C. Info/Discussion Topics. Ken Hibl shared that the City had received a request from a downtown merchant inquiring whether the DDA would consider providing a stipend to assist in repainting its downtown business. A conversation ensued regarding the establishment of a revolving loan fund or grant fund offered by the DDA to assist property owners within the DDA District to make minor improvements or repairs to their downtown buildings. The consensus of the DDA members present was to defer further discussion on the topic to the June meeting. Hibl also shared with the DDA members that the State of Michigan has significantly changed the reporting requirements and mandatory public meetings of all Tax Increment Financing (TIF) organizations within the state. More info will be provided at the June meeting subsequent to attendance at a conference in Cadillac by the Clare City Treasurer/Finance Director in early June.

D. Payment of Bills. The bills were submitted to the Board for review and approval. A motion was made by Shari Buccilli and supported by Dawn Thomas to approve the bills as presented. The motion was unanimously approved.

6. **ADJOURNMENT.** Meeting adjourned at 8:35 am.

Jim Allen, Chairman

Ken Hibl, Secretary