

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, , Dawn Thomas, Dean Doherty, Vince Demasi, Mary Ann Shurlow, Greg Rynearson, Christine Duhaime, Linda Guiliani and Ken Hibl. Members absent: Dave Maxwell, Shari Buccilli, Tom Koch, Al Iacco, & Gus Murphy.
2. **APPROVAL OF AGENDA.** Motion by Dawn Thomas and supported by Mary Ann Shurlow to approve the Agenda as presented. The Agenda was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Mary Ann Shurlow and supported by Christine Duhaime to accept the minutes as presented. Minutes unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
 - A. **Oath of Office.** The Oath of Office was administered to all board members present.
 - B. **Fourth Street Parking Lot Dumpster Enclosure.** The Board approved the concept of creating a new, larger dumpster enclosure to accommodate the waste from all commercial businesses for the two block area from 5th Street to 3rd Street on the west side of McEwan Street. Lease agreements are required to be negotiated to obtain property upon which to construct the large dumpster enclosure for these businesses, and bids must be solicited to construct the new, significantly larger dumpster enclosure. Linda Guiliana made a motion to take all needed actions to negotiate lease agreements for the property and solicit bids for construction of the dumpster enclosure; Greg Rynearson supported the motion. The motion was unanimously approved.
 - C. **Update: DDA Boundary Change.** The Board was advised that the Clare City Commission set the date of the hearing and first reading of the ordinance change to amend the DDA district boundaries for September 17th. Board members were encouraged to attend the meeting to offer support of the proposed boundary changes.
 - D. **Payment of Bills.** The bills were submitted to the Board for review and approval. A motion was made by Vince Demasi and supported by Dawn Thomas to approve the bills as presented. The motion was unanimously approved.
6. **Public Comment** – None.
7. **ADJOURNMENT.** Meeting adjourned at 8:27am.

Jim Allen, Chairman

Ken Hibl, Secretary