

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, Vince Demasi, Shari Buccilli, Maegan Jenkins, Gus Murphy, Greg Rynearson, Tom Koch, Dean Doherty, Linda Guiliani, MaryAnn Shurlow, Dawn Thomas and Ken Hibl. Members absent: Dave Maxwell, Tom Koch, and Christine Duhaime. Sheila Bissonnette, the Pere Marquette District Librarian was also present.
2. **APPROVAL OF AGENDA.** Motion by Shari Buccilli and supported by Gus Murphy to accept the agenda as presented. Agenda unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Linda Guiliani and supported by Gus Murphy to approve the minutes of the October 19, 2018 meeting as presented. The motion was unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
 - A. **Agreement to Share Tax Revenues - Pere Marquette District Library & Clare Downtown Development Authority.** Due to recent state legislation related to Tax Increment Financing Authorities, the PMDL is exempt from tax capture by the Clare DDA unless the Library Board specifically declares its intent to “opt out” of the exclusion. Sheila Bissonnette, the PMDL Librarian, was present at the meeting and explained to the DDA that the PMDL Board of Directors has exercised its prerogative to opt out and presented the resolution required for the DDA to approve to enable the DDA to capture PMDL tax revenues that would otherwise be excluded. Mary Ann Shurlow made a motion to approve the required resolution; Shari Buccilli supported the motion. The motion was unanimously approved.
 - B. **Discussion Topic: Downtown Reverse Angle Parking.** The topic of reverse angle parking was presented as a potential option to increase the number of on-street parking places in the downtown district while providing a safer environment for parking and slowing the speed of traffic in the downtown as implementing angle parking would reduce the number of north/south traffic lanes from four to two. The topic was discussed by the board. Following the discussion, a motion was made by Dean Doherty and supported by Vince Demasi to reject the proposal; the motion was approved by the majority of the board members present.
 - C. **Annual Election of Officers.** The DDA by-laws stipulate that officers of the DDA are to be elected annually. Vince Demasi made a motion that the current slate of officers remain in their positions, respectively, Allen as Chairperson; Shurlow as Vice Chairperson; and Hibl as Secretary. Gus Murphy supported the motion. 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 Mary Ann Shurlow and supported by Linda Guiliani to approve the bills as presented. The motion was unanimously approved.

December 14, 2018

APPROVED

6. **ADJOURNMENT.** Shari Buccilli made a motion to adjourn the meeting; Gus Murphy approved the motion. The motion was unanimously approved. Meeting adjourned at 8:45 am.

Jim Allen, Chairman

Ken Hibl, Secretary