

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, Dean Doherty, Mary Ann Shurlow, Vince Demasi, Maegan Jenkins, Chuck Rogalski, Greg Rynearson, Dawn Thomas, and Ken Hibl. Members absent: Gus Murphy, Christine Duhaime, Tom Koch, and Dave Maxwell. Also present: Pam O’Laughlin (MidMichigan Development Corp), Luke Potter (City Deputy DPW Director) and Steven Kingsbury (City Treasurer & Finance Director).
2. **APPROVAL OF AGENDA.** Motion by Vince Demasi and supported by Shari Buccilli to accept the agenda as presented. The motion was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Mary Ann Shurlow and supported by Dawn Thomas to approve the minutes of the December 6, 2019 meeting as presented. The motion was unanimously approved.
4. **OLD/UNFINISHED BUSINESS. Igloo Proposal, 505 Café.** A request to allow the rental of a McEwan Street Parking Space (s) for the construction of a temporary entertainment igloo was submitted by 505 Café. The Board discussed the request in detail at the December 6, 2019 meeting and set the matter aside for decision based on a determination from the Michigan Department of Transportation to determine whether the Department would allow a portion of the state-owned street Right-of-Way (ROW) for this purpose. Based on an email response received from the Mt. Pleasant Transportation Service Center (TSC) Chief, MDOT will not support the request. Consequently, the request is considered closed by the DDA unless 505 Café submits an alternative proposal to the DDA for consideration, e.g., allow the entertainment igloo within City-owned ROW on West Fourth Street or private property in the alleyway between 4th & 5th Street.
5. **NEW BUSINESS.**
 - A. **Submittal of Proposal – EGLE Electric Vehicle (EV) Charging Station Grants.** The Michigan Department of Environment, Great Lakes, & Energy (EGLE) is offering grant opportunities (\$70K) for the installation of electric vehicle fast charging stations. Clare qualifies as a potential site for the charging stations due to our location (proximity to US-127 & US-10) and the fact that we already have a TESLA Charging Station @ the Doherty Hotel. ELGLE has a total of \$9.7M for the grant program – funds coming from the negotiated law suit settlement between the Federal Government and Volkswagen. Grants will be awarded on a first-come/first-received basis. Pam O’Laughlin of the MidMichigan Development Corporation (MMDC – of which Clare is a client and board member) presented additional information to the Board. The Board subsequently discussed the submittal of a grant application; subsequent to discussion, Dean Doherty made a motion that a grant application be submitted to construct an EV Fast Charge Station in each of the City’s downtown municipal parking lots; Greg Rynearson supported the motion. The motion was unanimously approved.
 - B. **Streetscape Rehabilitation.** The DDA was presented preliminary cost estimates by GFA, the City’s engineering firm of record, to rehabilitate the failing sections of the existing streetscape at the scheduled December meeting of the DDA. Based on discussions at that meeting, GFA updated the cost estimates, included an estimate to include the construction of new streetscape for one block of West Fifth Street at the western portion of the DDA’s expanded district (contiguous to the new Dollar General Store) and provided engineering costs for both options. All the GFA documents were presented and reviewed. Subsequently to discussion, Greg Rynearson made a motion to proceed with the street rehabilitation project, to include construction of one additional block of new streetscape adjacent to the newly constructed Dollar General Store on West Fifth Street; Dawn Thomas supported the motion. The motion was unanimously approved. Greg Rynearson subsequently made a motion authorizing Ken Hibl, the Clare City Manager and DDA Secretary, to execute the engineering

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contract with GFA on behalf of the DDA to commence design and bidding of the project;
Dean Doherty supported the motion. The motion was unanimously approved.

C. **Payment of Bills.** The bills were submitted to the Board for review and approval. A motion was made by Ken Hibl and supported by Mary Ann Shurlow to approve the bills as presented. The motion was unanimously approved.

6. **ADJOURNMENT.** Meeting adjourned at 8:30 am.

Jim Allen, Chairman

Ken Hibl, Secretary