

1. **CALL TO ORDER.** Chairman Jim Allen called this meeting of the Clare Downtown Development Authority to order at 8:00 a.m.; the meeting was held in Room A (basement) of the Pere Marquette District Library. Board and Authority members present: Chairman Jim Allen, Mary Ann Shurlow, Gus Murphy, Maegan Jenkins Dawn Thomas, Shari Buccilli, Greg Rynearson, and Ken Hibl. Members absent: Dean Doherty, , Dave Maxwell, Christine Duhaime, Vince Demasi, and Tom Koch. Also present: Steven Kingsbury, city of Clare Treasurer & Finance Director, and Luke Potter, City of Clare DPW Director.
2. **APPROVAL OF AGENDA.** Motion by Shari Buccilli and supported by Dawn Thomas to approve the agenda as presented. The motion was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Shari Buccilli and supported by Dawn Thomas to approve the minutes of the June 26, 2020 meeting as presented. The motion was unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
 - A. **PA 57 Public Information Meeting.** PA 57 stipulates all Tax Increment Finance Authorities (TIFs) within the State of Michigan are required to conduct two public meetings for the primary purpose of informing respective taxing jurisdictions of plans and actions of the respective TIF for the given year. This is the first of the two required annual meetings held by the Clare DDA for 2020. No taxing jurisdiction representatives were present at the meeting.
 - B. **Concept Approval – Crack sealing and Sealcoating the Fourth & Fifth Street Parking Lots.** These two municipal parking lots have never had any preventive maintenance measures applied since being constructed nearly two decades ago. A number of cracks are beginning to appear in the asphalt, thus the City Staff has recommended that the DDA consider crack sealing and seal coating the two municipal lots. The City has offered to complete the crack sealing, thus saving the DDA approximately \$2K. The City has offered to solicit bids from professional seal coating companies on behalf of the DDA to have two coats of sealing material applied to the surface of the parking lots. Mary Ann Shurlow made a motion to recommended approval of this proposal; Greg Rynearson supported the motion. The motion was unanimously passed.
 - C. **Discussion Topic – Real Estate Development in Rural Areas.** Chairman Jim Allen provided the DDA members a copy of a presentation recently received by the local Community Foundations related to real estate development in rural areas and asked the board members to reaffirm their commitment to redevelopment in the recently added areas of the DDA geographical boundaries with mixed use (commercial and residential) and/or residential rehabilitation. Chairman Allen reminded the board members that the DDA has authority to borrow funds and can purchase property, enter into contracts, etc. The consensus of the board members present affirmed the DDA's commitment to this concept. Steven Kingsbury offered to provide the DDA members a list of properties and property owners within the district to facilitate future conversation and consideration of redevelopment of properties within the DDA District.
 - 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 Gus Murphy to approve the bills as presented. The motion was unanimously approved.
6. **ADJOURNMENT.** Meeting adjourned at 8:32 am.

July 17, 2020

APPROVED

Jim Allen, Chairman

Ken Hibel, Secretary