

1. **CALL TO ORDER.** Chairman Jim Allen called the meeting of the Clare Downtown Development Authority to order at 8:00 a.m. on Thursday, November 10, 2022; the meeting was held in person in the Clare City Hall Commission Chamber.
Board and Authority members present:
Chair Jim Allen, Shari Buccilli, Vince Demasi, Dean Doherty, Jeremy Howard, Gus Murphy, Greg Rynearson, Vice Chair Mary Ann Shurlow, and Dawn Thomas.
Members absent:
Christine Duhaime, Maegan Jenkins, Tom Koch, and Dave Maxwell.
Also present:
Shannon Sirpilla-Finance Director/Treasurer, Luke Potter-DPW Director.
2. **APPROVAL OF AGENDA.** Motion by Mary Ann Shurlow and supported by Shari Buccilli to approve the agenda as presented. The motion was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Dawn Thomas and supported by Greg Rynearson to approve the minutes of the September 8, 2022 meeting as presented. The motion was unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
 - A. **NEW BUSINESS – PA 57 Public Information Meeting.**
Chairman Allen provided the DDA Board and those in attendance an overview of the PA 57 requirements, briefly reviewed the purpose and mission of the Clare DDA. This is the second of the two biannual public hearings as required by PA 57. Greg Rynearson made the motion to open the public hearing in accordance with PA 57; Mary Ann Shurlow supported the motion. The motion was unanimously passed. Chairman Allen opened the public hearing. No public comment was received. Gus Murphy made the motion to close the public hearing in accordance with PA 57; Vince Demasi supported the motion. The motion was unanimously passed. Chairman Allen closed the public hearing.
 - B. **Payment of Bills.** The bills were submitted to the Board for review and approval. A motion was made by Dean Doherty and supported by Shari Buccilli to approve the September and October, 2022 bills as presented. The motion was unanimously approved.
6. **PUBLIC COMMENT.** None
7. **DDA DISCUSSION TOPICS.**

An update on the status of the wayfinding signs was given by DPW Director Luke Potter. The signs have begun to be installed and look great.
8. **ADJOURNMENT.** Chairman Jim Allen adjourned the meeting without objection at 8:16 a.m.

Jim Allen, Chairman

Jeremy Howard, Secretary