

1. **CALL TO ORDER.** Chairman Jim Allen called the meeting of the Clare Downtown Development Authority to order at 8:06 a.m. on Thursday, March 10, 2022; the meeting was held in person in the Clare City Hall Commission Chamber. Board and Authority members present:
Chairman Jim Allen, Shari Buccilli, Dean Doherty, Jeremy Howard, Maegan Jenkins, Dave Maxwell, Greg Rynearson. Members absent:
Vince Demasi, Christine Duhaime, Tom Koch, Gus Murphy, Mary Ann Shurlow, and Dawn Thomas.
Also present:
Shannon Sirpilla-Finance Director/Treasurer, Luke Potter-DPW Director, Joy Simmer-Parks and Recreation Director and Daniel Jenkins.
2. **APPROVAL OF AGENDA.** Motion by Shari Buccilli and supported by Greg Rynearson to approve the agenda as presented. The motion was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Maegan Jenkins and supported by Shari Buccilli to approve the minutes of the January 13, 2022 meeting as presented. The motion was unanimously approved.
4. **OLD/UNFINISHED BUSINESS.** None.
5. **NEW BUSINESS.**
 - A. **Discussion Topics:**
 1. **Wayfinding Signs** – Further discussion was held regarding the need for and types of wayfinding signs that would be appropriate for the downtown and surrounding area. After discussing some locations for the signs, what would be on the signs, etc., it was determined that a subcommittee would be formed to formalize the recommendation to be brought to the DDA at a future meeting. The subcommittee is made up of Greg Rynearson, Shari Buccilli, Jeremy Howard, and Luke Potter.
 2. **Downtown Hanging Baskets** – DPW Director Luke Potter shared with the board that the baskets that hold the flowers that hang downtown are in need of replacement. They were last replaced in 2009. A quote for new baskets and liners was obtained and the cost will be a little over \$5,000 to replace them all. Greg Rynearson made a motion to approve the expenditure of funds to replace the baskets this year; Maegan Jenkins supported the motion. The motion was unanimously approved.
 3. **Downtown Hanging Baskets** – The DDA last year voted to support the Art Sculpture Walk in Downtown Clare by allocating \$5,000 towards the bases for the sculptures. Destination Clare: Art Sculpture Walk is continuing to move forward. Nine of the 10 artists have expressed they will be in town on May 10 for the instillation of the sculptures. A logo has been designed. The Committee is working on having QR codes for the sculptures. This will allow people to vote and select the People's Choice winner. Jeff Best is working on having the bases made for the sculptures to be anchored on.
 4. **Light Poles – Damage.** In early February the Clare Police Department found that an unknown vehicle had crashed into and damaged two downtown light poles in front of the Dollar General at 303 West 5th Street. A police report was made, but with no witness or camera footage, we were unable to determine the person responsible. Luke Potter, DPW Director, was able to get a quote from our vendor for replacement lights. The current style that we have has been discontinued and we are getting a similar style. The cost has also doubled since 2020. They are currently on order and will be replaced when they arrive in 8-10 weeks. The cost of the replacement (over \$6,000) has been turned in to our insurance company.
 - B. **Payment of Bills.** The bills were submitted to the Board for review and approval. A motion was made by Shari Buccilli and supported by Greg Rynearson to approve the January, 2022 and February, 2022 bills as presented. The motion was unanimously approved.
6. **PUBLIC COMMENT.** None
7. **ADJOURNMENT.** Chairman Jim Allen adjourned the meeting without objection at 8:47 a.m.

Jim Allen, Chairman

Jeremy Howard, Secretary