

1. **CALL TO ORDER.** Chair Ken Hibl called the meeting of the Clare Downtown Development Authority to order at 8:15 a.m. on Thursday, May 9, 2024 which was held at Cops and Doughnuts – 521 North McEwan Street, Clare, MI.
Board and Authority members present:
Shari Buccilli, Vince Demasi, Ken Hibl, Jeremy Howard, Gus Murphy, Greg Rynearson, Mary Ann Shurlow, and Dawn Thomas
Members absent:
Dean Doherty, Maegan Jenkins, Tom Koch, Dave Maxwell, and Amy Shindorf
Also present:
Several Downtown Business Owners
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 Greg Rynearson and supported Dawn Thomas by to approve the minutes of the April 11, 2024 meeting as presented. The motion was unanimously approved.
4. **TREASURER’S REPORT.** City Manager Jeremy Howard and Chair Ken Hibl gave the Treasurer’s report to the board. The financial statements and bills were submitted to the Board for review and approval. Motion by Greg Rynearson and supported by Shari Buccilli to approve the acceptance of the financial statements as presented and to approve the April, 2024 bills as presented. Roll call vote: Yeas: Shari Buccilli, Vince Demasi, Ken Hibl, Jeremy Howard, Gus Murphy, Greg Rynearson, Mary Ann Shurlow, and Dawn Thomas. Nays: None. Absent: Dean Doherty, Maegan Jenkins, Tom Koch, Dave Maxwell, and Amy Shindorf. The motion was unanimously approved.
5. **OLD/UNFINISHED BUSINESS.** None.
6. **NEW BUSINESS.**
 - A. **Meeting Excusal of DDA Trustee – Amy Shindorf** – Amy Shindorf was unable to attend the May 9th scheduled meeting. To comply with the DDA’s bylaws regarding attendance, the DDA is required to consider and approve an excused absence of its members to preclude accrual of unexcused absences which would require possible vacation of the trustee’s position as a member of the DDA. Motion was made by Shari Buccilli and supported by Dawn Thomas to approve the excused absence of Amy Shindorf for the May 9, 2024 DDA Meeting. The motion was unanimously approved.
 - B. **PA 57 Public Information Meeting** – Chairman Hibl provided the DDA Board and those in attendance an overview of the PA 57 requirements, and briefly reviewed the purpose and mission of the Clare DDA. Jeremy Howard made the motion to hold the public hearing in accordance with PA 57; Dawn Thomas supported the motion. The motion was unanimously approved. Chairman Allen opened the public hearing. Discussion ensued amongst the DDA Members and several Downtown business owners regarding current/future projects and priorities. Vince Demasi made the motion to close the public hearing in accordance with PA 57; Gus Murphy supported the motion. The motion was unanimously approved. Chairman Hibl closed the public hearing.
7. **PUBLIC COMMENT.** None.

8. **DDA DISCUSSION TOPICS.**

- Chairman Hibl mentioned that the final step in approval for the new MyMichigan Health Clare Hospital site plan had recently been approved by the Planning Commission and the project is moving forward.

9. **ADJOURNMENT.** Chair Hibl adjourned the meeting without objection at 8:55 a.m.

Ken Hibl, Chair

Jeremy Howard, Secretary