



Planning and Economic Development

Ed Anzek, AICP, Director

From: Ed Anzek, Director
To: Brownfield Redevelopment Authority
Date: October 19, 2016
Re: 2017 Meeting Schedule

As required in the By-Laws, the Brownfield Redevelopment Authority shall set the dates for its yearly meeting(s). The Board has been meeting quarterly on the 3rd Thursday of the month (January, April, July, October) when there is business to discuss. The Board is authorized to approve this schedule, which would result in meetings on January 19, 2017, April 20, 2017, July 20, 2017 and October 19, 2017 or vote to change the meeting dates if a majority wishes to do so. I had recommended at the July 25, 2013 meeting that the Board continued scheduling quarterly meetings and if necessary business arose, special meetings could be requested by Staff. Below is a motion for consideration:

MOTION by _____, seconded by _____, the Brownfield Redevelopment Authority hereby approves the 2017 meeting schedule at its October 27, 2016 Special Meeting, consisting of four quarterly meetings to be held on January 19, 2017, April 20, 2017, July 20, 2017 and October 19, 2017, and acknowledges that Special Meetings may be scheduled throughout the year if necessary.

Thank you.