



Planning and Economic Development
Sara Roediger, AICP, Director

From: Sara Roediger, Director
To: Brownfield Redevelopment Authority
Date: February 18, 2024
Re: 2024 Meeting Schedule

As required in the By-Laws, the Brownfield Redevelopment Authority shall set the dates for its yearly meetings. 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 April 18, 2024, July 18, 2024 and October 17, 2024 (the January 18, 2024 meeting was cancelled) or vote to change the meeting dates if a majority wishes to do so. It is staff's recommendation that the Board continues to schedule quarterly meetings and if necessary business arises, Special Meetings can be requested by staff. Below is a motion for consideration:

MOTION by _____, seconded by _____, the Brownfield Redevelopment Authority hereby approves the 2024 meeting schedule at the February 29, 2024 special meeting, consisting of the remaining quarterly meetings to be held on April 18, 2024, July 18, 2024 and October 17, 2024, and acknowledges that Special Meetings may be scheduled throughout the year if necessary.

Thank you.