

Planning and
Development

DATE: February 3, 2010

TO: Study Committee

RE: Regular Meeting Location

In compliance with Act 267 of the Public Acts of 1976 (the Open Meetings Act), the Historic Districts Study Committee will start holding its meetings in the City Hall Auditorium, beginning with the February 11, 2010 regular meeting.

The meetings will still begin at 5:30 PM, and will have to be concluded allowing sufficient time for the Historic Districts Commission regular meetings, which begin at 7:00 PM.

The change in meeting venue will also allow the Study Committee members the opportunity to access their packet materials on-line during the meetings through the use of the computer equipment at the dais.

The use of the microphones and recording equipment at the dais will allow the Study Committee members to speak individually; be clearly heard by any persons sitting in the audience, and prevent "side conversations" from being recorded or over-riding another member's comments.

Any other suggestions that would be helpful in conducting the Study Committee meetings in an orderly fashion should be brought forward at the February 11, 2010 meeting.