



Planning and Economic Development  
Ed Anzek, AICP, Director

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From: Ed Anzek, Director  
To: Brownfield Redevelopment Authority  
Date: October 23, 2013  
Re: 2014 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 3<sup>rd</sup> 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 16, 2014, April 17, 2014, July 17, 2014 and October 16, 2014 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 2014 meeting schedule at its October 24, 2013 Special Meeting, consisting of four quarterly meetings to be held on January 16, 2014; April 17, 2014, July 17, 2014 and October 16, 2014, and acknowledges that Special Meetings may be scheduled throughout the year if necessary.

Ayes:  
Nays:  
None:

Thank you.