



Planning and Economic Development  
Sara Roediger, AICP, Director

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From: Sara Roediger, Director  
To: Brownfield Redevelopment Authority  
Date: April 9, 2026  
Re: 2026 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 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 July 16, 2026 and October 15, 2026, or vote to change the meeting dates if a majority wishes to do so (the January 15<sup>th</sup> and April 16<sup>th</sup> meetings were cancelled, and the April 9<sup>th</sup> special meeting was scheduled). 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 2026 meeting schedule at the April 9, 2026 special meeting, consisting of the remaining quarterly meetings to be held on July 16, 2026 and October 15, 2026, and acknowledges that Special Meetings may be scheduled throughout the year if necessary.

Thank you.