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To: DDA Board of Directors

From: Susie Stec, Director – Community & Economic Development /DDA Director

RE: 2023 National Main Street Conference

Date: January 18, 2023

Annually LVDDA staff attends the National Main Street Conference. This year the conference is being held in Boston, MA from March 27th – 29th. This conference provides high quality training and education directly related to LVDDA activities. The FY 22/23 DDA Budget for Training/Membership was increased from previous years to provide an opportunity for both DDA Director and Manager to attend the conference. Below is the estimated breakdown of costs to send both the DDA Director and DDA Manager to the conference. As part of our involvement in Main Street Oakland County (MSOC) we are provided with one (1) free conference registration.

Registration (1, early bird)	\$455
Flight (2 tickets, round-trip)	\$905.60
Hotel (2 rooms, 4 nights, Sun – Wed)	\$2,282.42
Per Diem allowance (\$55/day)	\$440
TOTAL	\$4,083.02

Suggested Motion: To authorize the DDA Director to proceed with registering and making travel arrangements for the 2023 National Main Street Conference in Boston, MA.