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MEMORANDUM

To: DDA Board of Directors

From: Austin Colson, Director – Community & Economic Development/DDA
Thomas Kennedy, Intern – Community & Economic Development/DDA

Date: July 15, 2025

RE: Proposed New Meeting Time

Background

Over the past several months, the DDA has engaged in an ongoing discussion regarding our current meeting schedule. Three member surveys have been conducted to gather input, and the topic has been discussed at previous meeting. At the June Special Meeting, a consensus was reached among members that 4:00 p.m. on the third Thursday of each month would be a more suitable meeting time.

At our upcoming July meeting, we will present this proposed change for formal consideration and a vote. The adjustment under consideration would shift the DDA's regular meeting time from 12:00 p.m. on the third Friday of each month to 4:00 p.m. on the third Thursday of each month.

This proposed change is intended to better accommodate members' availability and encourage increased attendance. If approved, the new schedule will take effect beginning September 15, 2025, and will be posted publicly in accordance with the Open Meetings Act. This timeline will provide residents and business owners with ample notice to adjust their schedules accordingly.

Suggested Motion: " I move to revise the DDA calendar to hold meetings at 4:00 p.m. on the third Thursday of every month, effective September 15, 2025."