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To: DDA Board of Directors

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

RE: 2023 Main Street Now Conference

Date: January 18, 2024

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Annually LVDDA staff attends the National Main Street Conference. This year the conference is being held in Birmingham, AL from May 6<sup>th</sup> – 8<sup>th</sup>. This conference provides high quality training and education directly related to LVDDA activities. Below is the estimated breakdown of costs to send the DDA Director to the conference. In past years, as part of our involvement in Main Street Oakland County (MSOC), we were provided with one (1) free conference registration. This benefit has not yet been confirmed, so the cost of registration is included in the estimated cost below.

Registration (1, early bird)	\$465
Flight (1 ticket, round-trip)	\$547
Hotel (1 room, 4 nights, Sun – Wed)	\$1,073
Per Diem allowance (\$55/day)	\$220
<b>Estimated TOTAL</b>	<b>\$2,305</b>

There are sufficient funds for one (1) board member to attend. The board should discuss who, if anyone, would like to attend and to what extent expenses will be covered for that individual. The estimated cost for a board member to attend is \$1,819 (flight, hotel & registration).

Suggested Motion: To authorize the DDA Director to proceed with registering and making travel arrangements for the 2024 National Main Street Conference in Birmingham, AL.