

**CITY OF EAST LANSING**  
**NOTICE OF ELECTRONIC MEETING**  
**Thursday, March 18, 2021 at 11:30 a.m.**

The Downtown Development Authority (DDA) of the City of East Lansing, Ingham County, Michigan (“Executive and Finance Committee”) will hold its regularly scheduled meeting on Thursday, March 18, 2021 at 11:30 a.m. However, this meeting will only be held electronically pursuant to the Open Meetings Act, Act 267 of 1976.

The purpose of the meeting will be to consider any business that may come before the DDA Executive and Finance Committee.

View Agenda:

<https://cityofeastlansing.civicweb.net/Portal/MeetingInformation.aspx?Org=Cal&Id=538>

Pursuant to the Open Meetings Act, the City gives notice of the following:

1. **Reason for Electronic Meeting.** The DDA Executive and Finance Committee is holding this meeting by electronic means to prevent the spread of COVID.
2. **Procedures.** The public may participate in the meeting and may make public comment electronically by telephone conference using the following information:

Webinar ID: 871 8304 1303  
Call in Number: 312-626-6799\*\*  
Toll Free Call in Number: 888 788 0099

\*\*To unmute microphone from a cell phone dial \*6 (star 6)  
To raise your hand from a cell phone dial \*9 (star 9)

URL to View the Meeting: <https://cityofeastlansing.civicweb.net/Portal/>

The public may view the meeting via the City's public meeting portal (URL above) and City Council and Planning Commission meetings are also broadcasted live on Channel 22.

3. **Contact Information.** For those people who desire to contact members of the DDA Executive and Finance Committee to provide input or ask questions on the business that will come before the public body at the meeting, please contact Chad Shepard at [cshepard@cityofeastlansing.com](mailto:cshepard@cityofeastlansing.com), prior to the state of the meeting.

4. **Persons with Disabilities.** Persons with disabilities may participate in the meeting through the methods set forth in paragraph 2. Individuals with disabilities requiring auxiliary aids or services in order to attend electronically should notify Chad Shepard at [cshepard@cityofeastlansing.com](mailto:cshepard@cityofeastlansing.com), within a reasonable time in advance of the meeting.

Dated: March 12, 2021	Chad Shepard Administrative Secretary
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