1. Roll Call

2. Tom Crawford (acting City Administrator), Bob Guenzel, Roger Hewitt, Marie Klopf, Joan Lowenstein, Al McWilliams, John Mouat, Rishi Narayan, Keith Orr, Sandi Smith, John Splitt, Phil Weiss

3. New Business

A. Nomination & Election of DDA Board Officers for FY 2017 (Nominations are made from the floor. The term of office is for one year and begins at the close of the annual meeting at which they are elected.)

   Treasurer:
   Secretary:
   Vice Chair:
   Chair:

B. DDA Committees for FY 2017 (Pursuant to the bylaws, the board may designate one or more committees, and at its Annual Meeting, the board may evaluate its committees to determine whether they should be continued or dissolved. The purpose of these resolutions is to carry out these functions and to specify the duties of Board committees for FY 2017).

RESOLUTION TO REAPPOINT THE DDA CAPITAL IMPROVEMENTS COMMITTEE
The Capital Improvements Committee oversees the DDA’s major streetscape and parking improvements projects. This includes responsibility for project planning and design, presenting recommendations for contractor or consultant selections for board approval, presenting project budgets for board approval, and responsibility for construction oversight and management. The Committee also oversees DDA right-of-way repair and improvement projects, including sidewalk repairs and tree replacements.

   Capital Improvements Committee
   Chair(s): John Mouat
   Committee members?

RESOLUTION TO REAPPOINT A DDA OPERATIONS (PARKING & TRANSPORTATION) COMMITTEE
The Operations (Parking & Transportation) Committee oversees the DDA’s parking system and transportation initiatives which are the twin elements in the DDA’s Demand Management strategy to manage downtown access. This includes the responsibility to ask for/get information from the DDA parking operator, and establish policies and programs for monthly parking permits and meter bags. The committee is also responsible for repair/maintenance to the parking facilities and improvements to the structures, including
renovations, EV installations, parking facility build outs, and more. The Committee will receive information from getDowntown, and will make recommendations to the board for transportation grants.

**Operations (Parking/Transportation) Committee**
Chair(s): Keith Orr and John Splitt
Committee members?

**RESOLUTION TO REAPPOINT THE DDA PARTNERSHIPS (PARTNERSHIPS/ECONOMIC DEVELOPMENT) COMMITTEE**
The DDA Partnerships Committee works in support of the DDA’s mission by finding ways to support the downtown operations and facilities of the governmental agencies whose taxes are captured within the DDA’s TIF, support downtown development and economic development. The Committee is responsible for formulating DDA grant recommendations, including Housing, Partnerships, and Brownfield grants which will be presented to the DDA for approval.

**Partnerships (Partnerships/Economic Development) Committee**
Chair(s): Joan Lowenstein and Al McWilliams
Committee members?

**RESOLUTION TO REAPPOINT THE DDA FINANCE COMMITTEE**
The DDA Finance Committee puts forward prudent financial policies, ensures financial reporting is done in a timely, accurate, and useful manner, conducts integrated and strategic financial planning, and oversees overall operational and capital project efficiency. Its responsibilities include overseeing the DDA’s finances, including reviewing financial reports, formulating and overseeing the DDA’s annual budget, and reviewing and putting forward for acceptance the DDA’s annual audit. The Committee is responsible to formulate parking rate change recommendations for DDA approval.

**Finance Committee:**
Chair(s): Marie Klopf
Committee members?

**THE DDA EXECUTIVE COMMITTEE**
Under the DDA bylaws, the Executive Committee shall consist of the officers of the Board, including the Chair, Vice Chair, Treasurer, Recording Secretary, as well as the last former Chair who is a non-voting member and the Executive Director who is also a non-voting ex officio member. The Executive Committee shall oversee special projects on behalf of the DDA as needed. The Committee is also responsible for overseeing the annual review of the DDA Executive Director.

4. **Staff Thank You to the Board and to the Outgoing DDA Chair**

5. **Public Comment**

6. **Adjournment**