

## CITY OF HAYWARD

Hayward City Hall 777 B Street Hayward, CA 94541 www.Hayward-CA.gov

## **Cover Memo**

File #: RPT 16-125, Version: 1

**DATE:** October 5, 2016

**TO:** Downtown Business Improvement Area Advisory Board

FROM: Economic Development Manager

**SUBJECT** 

Election of Officers and Approval of DBIA Regular Meeting Schedule

## RECOMMENDATION

That Board members elect a Chair and Vice Chair and approve the Regular DBIA Meeting Schedule.

## **ATTACHMENTS**

Attachment I: Proposed 2016-2017 Regular Meeting Schedule