

# Cover Memo

#### File #: RPT 16-126, Version: 1

**DATE:** October 5, 2016

- **TO:** Downtown Business Improvement Area Advisory Board
- FROM: Economic Development Manager

## **SUBJECT**

Hayward Chamber of Commerce Request for Funding

## RECOMMENDATION

That the Downtown Business Improvement Area Advisory Board (DBIA) reviews and evaluates the attached funding request for Hayward Chamber of Commerce.

## ATTACHMENTS

Attachment I:	Staff Report
Attachment II:	Funding Request