

**NEW DOWNTOWN DEVELOPMENT AUTHORITY (DDA) PERSON ORIENTATION PACKET AND
INFORMATION SHEET**

- City Charter
- City Budget
- City Boards & Commissions Listing
- Code of Ordinances
- Comprehensive Plan
- *"The Meeting Will Come to Order"* Guidelines

- Discussion Points:
 - *"The Meeting Will Come to Order"* Guidelines
 - DDA Packets and DDA Tuesdays
 - Getting on Agenda
 - Contacting Staff
 - Tour of City Facilities
 - Travel
 - City Calendar
 - September (even # years) Goal Setting & Visioning

• How to contact/preferences:

- Phone Numbers: H _____ W _____

- Mailing Address: H _____
W _____

- Delivery Address H _____
W _____

- Email _____

- Fax _____

- Cell phone _____

- Pager _____

- Have meeting with new DDA member to discuss goals, issues, concerns, things to be accomplished.