



▲ Division  
△ Midway  
▲ Alliance

## Strength In Community

### Capital Improvement Committee

Chairperson: Appointed by committee

Members: Board Member(s), Non-Board Members, PDC District Liaison, Staff

Meetings:

Meetings will be held one time per month, approximately 1 hr. in duration. The committee will work with staff to determine time and location. Members may participate by teleconference or videoconference as needed.

### **Responsibilities:**

This committee guides DMA Board of Directors' and staff in the development of ongoing strategic planning and implementation of physical improvements for the district through outreach, research, design, and project management. Membership is composed of District Manager, PDC District Liaison, Board members, VISTA volunteer and non-Board volunteers.

### **Tasks/Activities**

- Determines if projects are eligible for Tax Increment Financing (TIF) funding and maintains proof of eligibility.
- Researches feasibility of projects and associated costs.
- Works within Equity Strategy framework to provide concentrated outreach to internal and external stakeholders with a focus on equity.
- Reviews equitable distribution of resources and equity of decision making processes.
- Makes recommendations to DMA's Board of Directors regarding district improvement projects
- Leads district visioning process
- Directs implementation of board approved district improvement projects
- Coordinates efforts with other DMA committees as needed.
- Assesses needs for and ensures provision of accommodations, e.g. translation services, for individuals or groups to participate in DMA activities.

### **Committee Decisions**

- A quorum requires 50% of the registered number of members.
- A quorum is required for a meeting to convene
- The Committee must have a quorum to refer a proposal to the Board of Directors for final approval
- Referrals will act as motions before the Board and require a vote.