

August 10, 2017

## RECOMMENDATION FOR ANNUAL RATEPAYER MEETING

**Participants:** PBIA ratepayers will be invited

**Date:** Wednesday, September 27, 6:00-8:00 pm

**Location:** Ramblin' Jacks back room

**Noticing:**

- Email ratepayers
- Ask Ambassadors to distribute postcards to PBIA businesses
- Send out a couple reminders after the initial notice goes out

**Staff Contact:** Amy Buckler, PBIA Liaison

**Questions for PBIA Board:**

1. Other than the fact the Bylaws call for this meeting, what is the purpose of this meeting?
2. What happens at this meeting? Here are some ideas:
  - Give a report about who the PBIA is and what you do
  - Give a report about major successes in 2017
  - Give a presentation about the Olympia Downtown Retail Strategy – how this supports local businesses and a vibrant retail environment Downtown, and how PBIA actions can/do work in concert with it
  - Share feedback from the 2017 ratepayer survey, and gather additional feedback to help develop the 2018 PBIA Advisory Board Work Plan
  - Gather feedback about how the PBIA can improve communications with ratepayers in the coming year
  - *Other ideas?*
3. Are there any specific messages important to provide to ratepayers at this meeting?
4. Who from the Board can staff confer with about details for the event? The Chair? The Leadership Team? The Communications Subcommittee?
5. Can we confirm the details listed above?