

April 19, 2006

TO: John Lamerato, Acting City Manager

FROM: Doug Smith, Real Estate and Development Director

SUBJECT: AGENDA ITEM – Downtown Development Authority Bylaw Changes

With John Szerlag departing, a vacancy occurs in the appointment of an Executive Director for the Downtown Development Authority (DDA). The DDA reviewed their bylaws and determined that currently, as drafted, the bylaws only permitted an appointment other than the City Manager to serve as Executive Director only on a temporary basis in the absence of the City Manager.

The DDA determined they wanted to allow, as State Law permits, the ability to appoint either the City Manager or another individual to serve as their Executive Director. Following are the recommended bylaw changes that are required to permit the DDA to appoint either the City Manager or another individual as Executive Director. The Downtown Development Authority also recommended that Doug Smith be appointed as Executive Director.

Article IV – Officers and Personnel

Section 4. Executive Director

The Executive Director for the BOARD ~~shall~~ **may** be the City Manager of the City of Troy or ~~in the absence of the City Manager~~ the BOARD may designate a qualified person as ~~acting~~ **Executive** Director to perform the duties of the office. The Executive Director shall function as the chief executive officer and business manager of the BOARD. The Executive Director shall supervise the preparations of plans and the performance of the functions of the Authority in the manner authorized by the State Act. The Director shall attend all meetings of the BOARD and shall have full right of discussion, but shall not have a vote on any matters coming before the BOARD. The Director shall be responsible for preparation of the budget of the BOARD and shall render to the BOARD and the CITY COUNCIL a regular report covering the activities and the financial condition of the Authority.

Reviewed as to Form and Legality: _____
Lori Grigg Bluhm, City Attorney Date