

**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
September 15, 2011 – 7:30 a.m.
301 Walnut Street
Second Floor Conference Room
Windsor, CO 80550**

MINUTES

A. Call to Order

B. Roll Call

Chairman Bob Winter
Vice Chairman Dan Stauss
Secretary/Treasurer Craig Peterson
Thomas Ladd
Kristie Melendez
Charlie Manweiler
Brent Phinney
Ryan Kinnison

Also present:

| | |
|---------------------|---------------------------------------|
| General Counsel | Lucia Liley - Liley, Rogers & Martell |
| Town Manager | Kelly Arnold |
| Director of Finance | Dean Moyer |
| Associate Planner | Elizabeth Fields |
| Town Clerk | Patti Garcia |

C. Approval of Minutes from the August 25, 2011 Board of Directors Meetings – P. Garcia

Board Member Ladd motioned to approve the Minutes as presented; Secretary/Treasurer Peterson seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Winter, Stauss, Peterson, Ladd, Melendez, Manweiler, Phinney, Kinnison
Nays – None. Motion carried.**

Michal Connors, Chamber of Commerce Executive Director, discussed with the Board members regarding the upcoming Business Expo to be held on September 27 from 2-7 at the Windsor Community Recreation Center. Ms. Connors reported that booth space was available if it was wanted. The DDA members discussed the opportunity and decided to hang a banner at the event and volunteer to help other businesses and vendors at the Expo. Board members Winter, Peterson and Ladd offered to volunteer.

An additional event Ms. Connors reported on was the Downtown Trick or Treat event. The DDA members liked the idea of providing plastic bags to the local businesses to hand out for the children to carry their candy in. Staff will get pricing on bags with the DDA logo.

Board Member Ladd motioned to authorize Board Member Kinnison to order bags for the Downtown Trick or Treat event; Vice Chairman Dan Stauss seconded the motion. Roll call on the vote resulted as follows:

**Yeas – Winter, Stauss, Peterson, Ladd, Melendez, Manweiler, Phinney,
Kinnison**

Nayes – None. Motion carried.

- D. Report of Bills – D. Moyer
There were no bills for review.
- E. Review Draft Intergovernmental Agreement with the Town of Windsor – L.
Liley
- F. 2012 Budget Discussion
- G. Consideration of Webhost Proposals – R. Kinnison
- H. Oktoberfest information – R. Kinnison
- I. Other Business
- J. Adjourn