



WINDSOR DOWNTOWN DEVELOPMENT AUTHORITY

P.O. BOX 381, Windsor, CO 80550

www.windsordda.com

BOARD OF DIRECTORS MEETING

May 21, 2014 – 7:30 a.m.

301 Walnut Street, First Floor Conference Room, Windsor, CO 80550

Agenda

- A. Call to Order
- B. Roll Call
- C. Public Invited to be Heard
- D. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
- E. Approval of Minutes from the April 16, 2014 Board of Directors Meeting – M. Walter
- F. Report of Bills & Financial Report – P. Garcia
- G. Refresher on transparency requirements (Colorado Open Meetings Law and Open Records Act) – J. Liley
- H. Guidance on funding/sponsorship of special events – J. Liley
- I. Contracting policies – use of Town's form contract for future DDA contracts – J. Liley
- J. Update on transfer of Town-owned lot to the DDA – J. Liley
- K. Review Façade Improvement Program Policy – P. Garcia & J. Liley
- L. Report from Sub-Committees
 1. Marketing Committee
 - WindsorNow advertising update – Shane Fanning, Manager
 - Website update – K. Melendez
 - Farmer's Market update – P. Garcia
 - DDA newsletter – K. Unger
 - Chamber of Commerce Business Before Hours co-sponsored by the DDA & the Town of Windsor – July 24, 2014, 7:30-9:00 a.m.
 2. Beautification Committee – P. Garcia
 - Gas Meter project update – P. Garcia
 - Maintenance of DDA-owned lots – P. Garcia
 3. Parking Committee – P. Garcia
 - Status of asphalt/stripping on DDA owned lots – B. Winter
- M. Communications
 - Feasibility Study update and tentative calendar
 - Change of date for regular meeting from June 18 to June 25, 2014
 - Downtown Colorado Inc – Annual conference scheduled for September 9-12, Fort Collins, CO
 - DDA 2014 Work Plan – May Update
- N. Adjourn