



**WINDSOR DOWNTOWN DEVELOPMENT AUTHORITY**

P.O. BOX 381, Windsor, CO 80550

[www.windsordda.com](http://www.windsordda.com)

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**BOARD OF DIRECTORS MEETING**

**December 17, 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 November 19, 2014 Board of Directors Meeting – P. Garcia
- F. Report of Bills & Financial Report – P. Garcia
- G. Discussion of DDA-owned lots and next steps – Kristin Cypher, C+B Designs  
*Verbal discussion; no packet materials*
- H. Code Enforcement in DDA area – update by Bob Winter & Sean Pike  
*Verbal update; no packet materials*
- I. Report from Sub-Committees
  - 1. Marketing Committee
  - 2. Beautification Committee
  - 3. Parking Committee
- J. Communications
- K. Adjourn



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**BOARD OF DIRECTORS MEETING**

**November 19, 2014 – 7:30 a.m.**

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

**Minutes**

A. Call to Order

Chairman Winter called the meeting to order at 7:32 a.m.

B. Roll Call

Chairman Bob Winter  
Vice Chairman Dan Stauss  
Secretary/Treasurer Craig Peterson  
Kristie Melendez  
Dean Koehler  
Sean Pike  
Jason Schaeffer

Also present:

Town Clerk	Patti Garcia
Management Assistant	Kelly Unger
Chief of Police	John Michaels
Director of Planning	Joe Plummer
Art & Heritage Manager	Andrew Dunehoo
Legal Counsel	Lucia Liley

C. Public Invited to be Heard

Chairman Winter opened the meeting for public comment, to which there was none.

D. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board

Town Clerk Garcia requested the Board amend the agenda and remove Item K. Discussion of DDA-owned lots and next steps – Kristin Cypher, C+B Designs; Ms. Cypher will be attending the December 17, 2014 DDA meeting.

**Secretary/Treasurer Peterson motioned to approve the agenda as amended; Vice Chairman Stauss seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Winter, Stauss, Petersen, Melendez, Koehler, Pike, Schaeffer**

**Nayes - None. Motion carried.**

E. Approval of Minutes from the October 15, 2014 Board of Directors Meeting – P. Garcia

**Board Member Pike motioned to approve the minutes presented; Board Member Koehler seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Winter, Stauss, Petersen, Melendez, Koehler, Pike, Schaeffer**

**Nayes - None. Motion carried.**

F. Report of Bills & Financial Report – P. Garcia

**Secretary/Treasurer Peterson motioned to approve the bills as presented; Vice Chairman Stauss seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Winter, Stauss, Petersen, Melendez, Koehler, Pike, Schaeffer**

**Nayes - None. Motion carried.**



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- G. Resolution No. 2014-DDA01 - A Resolution of the Board of Directors of the Windsor Downtown Development Authority Approving and Recommending to the Town Board of the Town of Windsor the Budget of the Estimated Amounts Required to Pay the Expenses of Conducting the Business of Said Authority, and the Appropriation of Funds therefor, for the Fiscal Year Ending December 31, 2015 – P. Garcia

Ms. Garcia stated the 2015 DDA budget had been reviewed at the September 20, 2014 DDA regular meeting and also presented to the Town Board at their October 27, 2014 work session. The Town Board will be considering the DDA budget at their November 24, 2014 meeting. The budget information has not changed since it was first presented to the DDA in October.

**Board Member Melendez motioned to approve Resolution No. 2014-DDA01; Secretary/Treasurer Peterson seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Winter, Stauss, Petersen, Melendez, Koehler, Pike, Schaeffer  
Nays - None. Motion carried.**

- H. Resolution No. 2014-DDA02 - A Resolution of the Board of Directors of the Windsor Downtown Development Authority Recommending to the Town Board of the Town of Windsor the Determining and Fixing of the Mill Levy for the Windsor Downtown Development Authority for the Fiscal Year Ending December 31, 2015 – P. Garcia

Ms. Garcia reported that pursuant to DDA direction, the mill levy for 2015 is being set at 3 mills. The intent of the DDA is to increase the mill each year until it hits the 5 mills that was approved by the DDA voters.

**Secretary/Treasurer Peterson motioned to approve Resolution No. 2014-DDA02; Board Member Schaeffer seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Winter, Stauss, Petersen, Melendez, Koehler, Pike, Schaeffer  
Nays - None. Motion carried.**

- I. Discussion of the 125<sup>th</sup> Anniversary - Claire Thomas, Slate Communications

Claire Thomas reported to the DDA board on the status of the plans for the Town of Windsor's 125<sup>th</sup> Anniversary. Ms. Thomas stated that she has visited the various advisory boards to provide the information along with asking for celebration ideas from the stakeholders. The intent is to have a year-long celebration including incorporating current events such as the summer concert series and Harvest Festival. Ideas from the DDA board included a statue in Boardwalk Park, use of the small DDA-owned lot for a public art program or interactive displays, banners in the DDA area and focusing on the history of Windsor. Board Member Melendez recommended finding a way for DDA businesses to optimize on events happening during the year.

- J. Report on Historic Mill Feasibility Study – P. Garcia

Town Clerk Garcia reported on the status of the Mill noting the feasibility study was complete and that the electronic version had been emailed to the DDA board members along with being posted on the DDA website. There had been discussion about the Mill being part of a Regional Tourism Act (RTA) project that was being put together for northern Colorado. The Mill site, along with a portion of the DDA area, had been visited by several RTA participants. The participants liked the Mill and the DDA area but felt it was too far from I-25 to be considered a tourist destination. Ms. Garcia noted that Kristin Cypher of C+B designs would be at the December DDA meeting to discuss the DDA-owned lots which may bring ideas forward to incorporate the Mill into the plans.

- K. Discussion of DDA-owned lots and next steps – Kristin Cypher, C+B Designs

Removed from the agenda.



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L. Code Enforcement in DDA area – John Michaels, Chief of Police & Joe Plummer, Director of Planning  
Police Chief Michaels addressed the DDA board regarding code enforcement issues within the DDA area; specifically 512 and 517 Ash Street. The request for cleanup of the properties was brought forward by the Town Board and forwarded to the DDA to work with the property owners. Chief Michaels recommended that the DDA board talk one on one with the property owners and give them an opportunity to clean up the property voluntarily. If the work is not done voluntarily, then citations will be issued. The goal is to have the properties in compliance prior to summer, 2015. Board Member Pike requested a list of violations and offered to reach out to the business owners to give them an opportunity to clean things up before any enforcement by the police department. Chief Michaels stated that as long as there is visible progress, the police department will not pursue any enforcement. Director of Planning Plummer provided an overview of what is considered outdoor storage in order for the DDA members to understand the compliance issues. Board Member Melendez noted the clean-up of the property would provide a great presentation of the DDA area. Ms. Garcia will email a list of violations and photos to the DDA board for their follow up with the property owners.

M. Consideration of Funding for 2015 Retreat Facilitation – P. Garcia  
Ms. Garcia reviewed the draft proposal received by Chris Hutchinson of the Trebuchet Group for retreat facilitation. The proposal is for a half-day retreat for \$3,000; the DDA would be invoiced 50% in advance with the remainder due at the end of the project. If a second phase occurs, then 50% of the first phase investment would be applied forward.

Legal Counsel Liley noted that a retreat is a great opportunity for getting a group to focus and knows that many DDA's take this avenue to prepare for short and long term planning. Ms. Liley stated that the next couple of years are important to the future of the DDA and that the retreat may help guide them to get effective staff, and establish programs and projects which may encourage the Town Board to extend funding to the DDA beyond 2016.

The DDA board discussed the expense and several voiced concern regarding the cost. Pursuant to the discussion, the DDA board decided to move forward with the proposal. It was requested to hold the retreat either on January 28, 2015 or February 4, 2015 from 7:30 – 11:30 am; Board Member Melendez will check with Ricky B's to see if they would be willing to host the DDA for the event and serve breakfast and lunch.

**Board Member Koehler motioned to approve the retreat facilitation proposal received by Chris Hutchinson of the Trebuchet Group for \$3,000; Secretary/Treasurer Peterson seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Winter, Stauss, Petersen, Melendez, Koehler, Pike, Schaeffer**

**Nays - None. Motion carried.**

N. 2015 Art & Heritage Events in DDA area – Andrew Dunehoo, Art & Heritage Manager  
Art & Heritage Manager Dunehoo was present and talked to the DDA board about 2015 promotions with the goal of promoting Windsor as a destination. Mr. Dunehoo noted several exhibits that would be at the Art & Heritage Center in 2015, stated the need for more involvement by the community with the intent of establishing Windsor as a Creative District. Exhibits will incorporate a history of agriculture/water theme. He would like to incorporate the downtown businesses into the events and would like to work with the DDA on how to approach the concepts. Mr. Dunehoo believes there is potential to grow the idea into a First Friday type concept.

O. Report from Sub-Committees

1. Marketing Committee



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Board Member Melendez provided an update of the status of the 2<sup>nd</sup> Saturday effort which was cancelled. Ms. Melendez went on to provide an overview of Windsor Wonderland scheduled for December 6, 2014. She is still looking for items for the goodie bags and has ordered additional rack cards for the event. Board Member Pike has offered his garage area in case of inclement weather so people can stay warm. Ms. Melendez also reported that the Windsor Now has offered the DDA a half page ad for \$300 for the November 30 mock front cover. The DDA noted that this would be a good opportunity to promote Windsor Wonderland.

**Secretary/Treasurer Peterson motioned to authorize \$300 for a half page ad on the November 30, 2014 mock front cover of the Windsor Now; Vice President Stauss seconded the motion.**

**Roll call on the vote resulted as follows:**

**Yeas – Winter, Stauss, Petersen, Melendez, Koehler, Pike, Schaeffer**

**Nays - None. Motion carried.**

2. Beautification Committee

Items for the Beautification Committee include the Town of Windsor 125<sup>th</sup> Anniversary, banners for the DDA area, the DDA owned lot and holiday decorations. It was requested that surveying of the DDA owned lot be included as a discussion at the retreat.

3. Parking Committee

No report.

P. Communications

Board Member Koehler stated that he was looking into what it would take to provide free wifi in the DDA area.

Q. Adjourn

**Board Member Melendez motioned to adjourn the meeting at 9:09 a.m.; Secretary/Treasurer seconded the motion. Roll call on the vote resulted as follows:**

**Yeas – Winter, Stauss, Petersen, Melendez, Koehler, Pike, Schaeffer**

**Nays - None. Motion carried.**

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Patti Garcia, Town Clerk

**Downtown Development Authority**

**REPORT OF BILLS**

11/01-12/05/2014

*At the regular meeting of the Downtown Development Authority,  
Colorado, held in the Windsor Town Hall Board Room on December 17, 2014  
the following claims were presented, examined, and approved by the DDA*

DATE	VENDOR	DESCRIPTION	INVOICE #	AMOUNT
11/26/2014	DIANE HOKANS DESIGN	WINDSOR DDA RACK CARDS-500	141118	207.00
8/17/2014	NCCG-GREELEY TRIBUNE/WINDSOR NOW	LEGAL NOTICE-SALSA ON 5TH	3721580	60.00
8/17/2014	NCCG-GREELEY TRIBUNE/WINDSOR NOW	LEGAL NOTICE-SALSA ON 5TH	3721578	449.40
6/1/2014	NCCG-GREELEY TRIBUNE/WINDSOR NOW	DDA PAGE	3614040	333.00
7/6/2014	NCCG-GREELEY TRIBUNE/WINDSOR NOW	DDA PAGE	3668733	333.00
8/4/2014	NCCG-GREELEY TRIBUNE/WINDSOR NOW	COMMERCIAL PRINTING	3721586	238.00
7/31/2014	NCCG-GREELEY TRIBUNE/WINDSOR NOW	LEGAL NOTICE-DDA	3721576	338.00
9/8/2014	VICTORY SALES	TOWN OF WINDSOR MAGNETS	59830	144.20

TOTAL

2,102.60
2,102.60



301 Walnut Street  
 Windsor, CO 80550  
 Office 970-674-2400  
 Fax 970-674-2456

<b>Finance Department</b>	
Vendor #	106969
Obligation #	

## PAYMENT REQUEST

INVOICE NUMBER: 141118	
VENDOR: Diane Hokans Design	
DBA:	
(IF OTHER THAN VENDOR)	
ADDRESS: 605 Braun Street	
Lakewood, CO 80401-6177	
Phone:	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
11/18/14	Patti Garcia		P Garcia

BUDGET LINE ITEM				DESCRIPTION	TOTAL
FUND	DEPT.	FUNCTION	PROJECT		
19	486	6213		DDA rack cards – 500 printed & delivered	\$207.00
<b>TOTAL</b>					<b>\$ 207.00</b>

POSTED



**Diane Hokans Design**

605 Braun Street  
Lakewood, CO 80401-4654

ph: 303-807-6177  
email: diane.hokans@icloud.com

**INVOICE**

**To:** Windsor DDA  
301 Walnut Street  
Windsor, CO 80550  
info@windsordda.com

Nov 18, 2014  
INVOICE# 141118

**Windsor DDA Rack Card 'Spend A Day...'**

Revise type and layout - 4x9; 4/4..... 65.00  
Printed and delivered - Q: 500, 14pt. UV, 4 x 9, 4/4 ..... 142.00

<b>Total due</b>	<b>\$ 207.00</b>
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Terms: Net 15 days

Mail to:  
Diane Hokans  
605 Braun Street  
Lakewood, CO 80401-4654

*Thank you!*



301 Walnut Street  
 Windsor, CO 80550  
 Office 970-674-2400  
 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	105741
Obligation #	

## PAYMENT REQUEST

INVOICE NUMBER: 3721580	Notes:
VENDOR: NCCG	
DBA: Greeley Tribune (IF OTHER THAN VENDOR)	
Address:	
Phone: 1-800-275-0321 x 11122	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
<del>08/31/14</del> 8/17/14	Bruce Roome		<i>P. J. [Signature]</i>

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
19	486	6213		Salsa on 5 <sup>th</sup>	\$60.00
<b>TOTAL</b>					<b>\$60.00</b>

POSTED

**Return to Stacey in Finance**



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PO Box 1888  
Carson City, NV 89702

Account Manager:

Shane Fanning

Account Name	Account Number	Invoice Date	Invoice Number	Amount Due
Windsor DDA	5520232	8/17/14	3721580	\$60.00

Date	Publication	AD#	Description / PO#	Units	Runs	Amount
8/17/14 - 8/22/14	GT	10430578	Salsa on 5th	5x1	6	60.00



301 Walnut Street  
 Windsor, CO 80550  
 Office 970-674-2400  
 Fax 970-674-2456

<b>Finance Department</b>	
Vendor #	105741
Obligation #	

## PAYMENT REQUEST

INVOICE NUMBER: 3721578	Notes:
VENDOR: NCCG	
DBA: Greeley Tribune (IF OTHER THAN VENDOR)	
Address:	
Phone: 1-800-275-0321 x 11122	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
08/17/14	Bruce Roome		<i>P Gi</i>

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
19	486	6213		Salsa on 5 <sup>th</sup>	\$449.40
				<b>POSTED</b>	
				<b>TOTAL</b>	<b>\$449.40</b>

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PO Box 1888  
Carson City, NV 89702

Account Manager:

Shane Fanning

Account Name	Account Number	Invoice Date	Invoice Number	Amount Due
Windsor DDA	5520232	8/17/14	3721578	\$449.40

Date	Publication	AD#	Description / PO#	Units	Runs	Amount
8/17 - 8/20/14	WN	10430504	Salsa on 5th	7x2	2	449.40



301 Walnut Street  
 Windsor, CO 80550  
 Office 970-674-2400  
 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	105741
Obligation #	

## PAYMENT REQUEST

INVOICE NUMBER: 3614040	Notes:
VENDOR: NCCG	
DBA: Greeley Tribune (IF OTHER THAN VENDOR)	
Address:	
Phone: 1-800-275-0321 x 11122	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
06/01/14	Bruce Roome		<i>PSJ</i>

BUDGET LINE ITEM				DESCRIPTION	TOTAL
FUND	DEPT.	FUNCTION	PROJECT		
19	486	6213		DDA Page	\$333.00
				<b>TOTAL</b>	\$333.00

**POSTED**

**Return to Stacey in Finance**

PO Box 1888  
Carson City, NV 89702

Account Manager:

Shane Fanning

Account Name	Account Number	Invoice Date	Invoice Number	Amount Due
Windsor DDA	5520232	6/1/14	3614040	\$333.00

Date	Publication	AD#	Description / PO#	Units	Runs	Amount
6/1/14	WN	10195377	DDA Page	1x1	1	333.00



301 Walnut Street  
 Windsor, CO 80550  
 Office 970-674-2400  
 Fax 970-674-2456

<i>Finance Department</i>	
Vendor #	105741
Obligation #	

## PAYMENT REQUEST

INVOICE NUMBER: 3668733	Notes:
VENDOR: NCCG	
DBA: Greeley Tribune (IF OTHER THAN VENDOR)	
Address:	
Phone: 1-800-275-0321 x 11122	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
07/06/14	Bruce Roome		<i>P. Gi...</i>

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
19	486	6213		DDA Page	\$333.00
				<b>TOTAL</b>	<b>\$333.00</b>

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PO Box 1888  
Carson City, NV 89702

Account Manager:

Shane Fanning

Account Name	Account Number	Invoice Date	Invoice Number	Amount Due
Windsor DDA	5520232	7/6/14	3668733	\$333.00

Date	Publication	AD#	Description / PO#	Units	Runs	Amount
7/6/14	WN	10266777	DDA Page	1x1	1	333.00



301 Walnut Street  
 Windsor, CO 80550  
 Office 970-674-2400  
 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	105741
Obligation #	

## PAYMENT REQUEST

INVOICE NUMBER: 3721586	Notes:
VENDOR: NCCG	
DBA: Greeley Tribune (IF OTHER THAN VENDOR)	
Address:	
Phone: 1-800-275-0321 x 11122	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
08/04/14	Bruce Roome		<i>PS</i>

BUDGET LINE ITEM					
FUND	DEPT.	FUNCTION	PROJECT	DESCRIPTION	TOTAL
19	486	6213		Commercial Printing	\$238.00
				<b>TOTAL</b>	<b>\$238.00</b>

POSTED

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11122 or email us at blittle@greeleytrib.com

PO Box 1888  
Carson City, NV 89702

Account Manager:

Shane Fanning

Account Name	Account Number	Invoice Date	Invoice Number	Amount Due
Windsor DDA	5520232	8/4/14	3721586	\$238.00

Date	Publication	Insert #	Description / PO#	Units	Runs	Amount
8/4/14	CP	10431486	Commerical Printing		1	238.00



Please detach and return above portion with your payment



For information or questions regarding your bill, please call our Customer Service Department at (800) 275-0321 ext 11123 or email us at dlaron@greeleytribune.com

PO Box 1888  
Carson City, NV 89702

Account Manager: Shane Fanning: 970-352-0211 ext 11321

Account Name	Account Number	Invoice Date	Invoice Number	Amount Due
Windsor DDA	5520232	8/3/14	3721576	\$338.00

Date	Publication	AD#	Description / PO#	Units	Runs	Amount
7/31/14			Finance Charge			5.00
8/3/14	WN	10389554	DDA Page	6x9	1	333.00

19-486-6213-000



301 Walnut Street  
 Windsor, CO 80550  
 Office 970-674-2400  
 Fax 970-674-2456

<u>Finance Department</u>	
Vendor #	101659
Obligation #	

## PAYMENT REQUEST

INVOICE NUMBER: 59830	Notes:
VENDOR: Victory Sales, Inc.	
DBA:	
(IF OTHER THAN VENDOR)	
Address: PO Box 336036	
Greeley, CO 80633-6036	
Phone: 970-351-0131	
Fax:	

INVOICE DATE	PROCESSED BY	SUPERVISOR APPROVAL	DEPT. HEAD APPROVAL
09/08/14	Bruce Roome		

BUDGET LINE ITEM				DESCRIPTION	TOTAL
FUND	DEPT.	FUNCTION	PROJECT		
19	486	6213	000	Town of Windsor Magnets	\$144.20
				<b>DDA EXPENSE</b>	
				<b>TOTAL</b>	<b>\$144.20</b>

**Return to Stacey in Finance**

Bill to: 19-480-6213

# VICTORY SALES, INC

P.O. Box 336036 Greeley, CO 80633-6036  
Phone (970) 351-0131 Fax (970) 351-7285

## Invoice

Invoice Number:

59830

Invoice Date:

Sep 8, 2014

Page

1

Sold To:  
TOWN OF WINDSOR  
301 WALNUT  
WINDSOR, CO 80550

Ship to:

Customer ID	Customer PO	Payment Terms		
TW001	Melissa Chew	Net 15 Days		
Sales Rep ID	Shipping Method	Sales Order #	Ship Date	Due Date
Paul Schultze	UPS Ground	17318	8/19/14	9/23/14

Quantity	Description	Unit Price	Extension
525.00	CUSTOM SQUARE CUT MAGNET, 3.5" x 2" FULL COLOR IMPRINT 'TOWN OF WINDSOR...'	0.24	126.00

PLEASE REMIT TO:  
Victory Sales  
P.O. Box 336036  
Greeley, CO 80633

Subtotal	126.00
Sales Tax	
Freight	18.20
Total Invoice Amount	144.20
Payment Received	
<b>TOTAL</b>	<b>144.20</b>

*Thank you for your business!*



Volume 2, Issue 10 October 2014

## Windsor DDA Revenue

Windsor Downtown  
Development  
Authority

Windsor DDA Revenue Summary October 31, 2014	Collections	Budget	% of Budget
Property Tax Mill Levy	\$7,932	\$7,712	102.85%
Incremental Property Tax	\$14,482	\$16,052	90.22%
Interest	\$7	\$5	140.00%
Contributions/Sponsorships	\$0	\$0	-
Town of Windsor Funding	\$220,626	\$265,000	83.26%
<b>Total</b>	<b>\$243,047</b>	<b>\$288,769</b>	<b>84.17%</b>

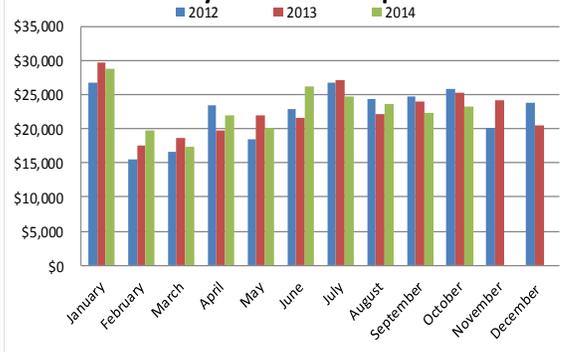
## Windsor DDA Expenditures

Windsor DDA Expenditures Summary October 31, 2014	Expenditures	Budget	% of Budget
<b>Operations</b>			
Office Supplies	\$0	\$200	0.00%
Public Relations/Advertising	\$14,951	\$25,000	59.80%
Board Development	\$200	\$3,200	6.25%
Dues/Fees/Subscriptions	\$793	\$770	102.99%
Travel/Mileage	\$0	\$100	0.00%
Liability Insurance	\$1,893	\$1,297	145.95%
Legal Services	\$6,286	\$10,000	62.86%
Contract Services	\$39,296	\$20,000	196.48%
Postage	\$315	\$350	90.00%
Printing/Binding	\$0	\$500	0.00%
Study Review/Consultant	\$7,422	\$20,000	37.11%
County Treasurer Fees	\$327	\$300	109.00%
Miscellaneous	\$698	\$700	99.71%
Façade Program	\$0	\$100,000	0.00%
Administrative Transfer	\$16,667	\$20,000	83.34%
<b>Operations Total</b>	<b>\$88,848</b>	<b>\$202,417</b>	<b>43.89%</b>
<b>Capital</b>			
Site Improvements	\$3,321	\$20,000	16.61%
<b>Capital Total</b>	<b>\$3,321</b>	<b>\$20,000</b>	<b>16.61%</b>
<b>Grand Total</b>	<b>\$92,169</b>	<b>\$222,417</b>	<b>41.44%</b>

### Special points of interest:

- October 2014 collections were \$1,992 below October 2013 collections.
- Revenue is ahead of budgeted collections at the end of October 2014 at 84.17%, as we should see 83% of revenue through the first ten months of the year.
- 2014 expenditures are under the ten month benchmark with only 41.44% of the budget expended.

Monthly Sales Tax Comparison



## Windsor Downtown Development Authority

P.O. Box 381  
Windsor, CO 80550  
Email: info@windsordda.com

**Were on the web  
windsordda.com**

Welcome to Windsor



## DDA Mission Statement

*“It is the mission of the Windsor DDA to create a prosperous, vibrant, energetic, and clean town center, by marketing downtown opportunities, retaining and expanding current business opportunities, preserving downtown charm, and enhancing physical appearance and amenities through partnerships with the community and stakeholders.”*



## PLAN OF DEVELOPMENT PROJECTS

*The projects, facilities, programs and functions to be established and provided in the district will benefit and promote the health, safety, prosperity, security and general welfare of all occupants and owners thereof and will prevent deterioration of property values, will prevent the growth of blighted areas, and will be of special benefit to all property within the district.*

- A. The promotion of, participation in, and assistance to private and public developments consistent with the priorities of the DDA by all means permitted by federal, state and local laws and regulations, including but not limited to, land assemblage, and/or acquiring, constructing, reconstruction, rehabilitating, equipping, selling and leasing space.
- B. Public facilities and improvements as necessary to complement private developments.
- C. A parking program to provide sufficient public parking to service all occupants and owners within the district.
- D. A pedestrian and vehicular circulation system.
- E. A beautification program.
- F. A convention/exhibition facility to be built in conjunction with private development of a downtown hotel and banquet hall.

### DDA Board

Bob Winter, Chairman — Bob@windsordda.com  
Dan Stauss, Vice Chairman — Dan@windsordda.com  
Craig Petersen, Secretary/Treasurer — Craig@windsordda.com  
Dean Koehler — Dean@windsordda.com  
Jason Shaeffer — Jason@windsordda.com  
Sean Pike — Sean@windsordda.com  
Kristie Melendez, TOW Board Liaison — Kristie@windsordda.com

Term: April 2017  
Term: April 2016  
Term: April 2016  
Term: April 2017  
Term: April 2016  
Term: April 2016