



## 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

November 20, 2019 | 7:30AM– 9:00AM

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

#### Agenda

**A. Call to Order 7:30AM**

- B. Roll Call –
- C. Public Invited to be Heard (*3 Minutes Per Person*)
- D. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board

**E. KEY INITIATIVES: 7:45AM**

- 1. Mill Project Update – None.
  - 2. Backlot Boardwalk Update
    - i. Brinkman – Draft Agreements Status
    - ii. DOLA Grant – Alley
    - iii. 512 Ash Utility Removal Costs
  - 3. District Expansion/Sustainability – No Updates
- F. Approval of Minutes from the Regular Board of Directors Meeting October 16, 2019 – M. Ashby
- G. Report of Bills (\$12,247.33) & Financial Report – M. Ashby
- H. A resolution of the Board of Directors of the Windsor, Colorado, Downtown Development Authority recommending to the Town Board of the Town of Windsor the determining and fixing of the mill levy of the Windsor Downtown Development Authority for the fiscal year ending December 31, 2020 - Resolution
- I. A resolution of the Board of Directors of the Windsor, Colorado, 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, 2020 – Resolution, 2020 Final Budget, 2020 Final Workplan
- J. A resolution of the Board of Directors of the Windsor, Colorado Downtown Development Authority supporting submission of an application by the Town of Windsor for Energy and Mineral Assistance Grants from the Colorado Department of Local Affairs for the backlots alley improvement program - Resolution
- K. Executive Director's Report – M. Ashby
  - i. Approval of the Conceptual Alley Design
  - ii. Approval of Chocolate Walk Event Assistance Proposal
  - iii. Consideration of closure of checking account
  - iv. Board Terms Ending June 30, 2020: Pike, Brunk.

**L. COMMITTEE REPORTS: 8:30AM**

- 1. Marketing Committee –
  - i. Elf Hunt/Small Business Saturday planning
  - ii. Approval of Proposal with Townsquare Media for Event Promotion
- 2. Wayfinding Project – Next Steps

**M. COMMUNICATIONS & NEWS:**

Note: Double Underlined items indicate attachments.