



BOARD OF DIRECTORS MEETING
Wednesday – February 16, 2022 | 7:00AM– 8:30AM
301 Walnut Street, 1st Floor Conference Room, Windsor, CO 80550
(NOTE: Meeting to be held IN PERSON only)

Agenda

A. **Call to Order** **7:00AM**

B. Roll Call

C. **Consent Agenda**

1. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
2. Approval of Minutes from the Regular Board of Directors Meeting – January 19, 2022
3. Approval of Minutes from the Joint Town Board and Downtown Development Authority Special Meeting – February 7, 2022
4. Approval of the Bills

Sample motion: "I move that we approve the consent agenda as presented."

D. Public & Partner Agencies Invited to be Heard (*3 Minutes Per Person*)

E. **Action Items** **7:30AM**

1. Consideration of a modification to the through-lot construction contract between the DDA and J-2 Contracting regarding an extension of the substantial completion and final completion dates – J. Olhava & J. Liley

Sample motion: "I move that we approve the construction contract modification between the DDA and J-2 Contracting regarding an extension of the substantial completion and final completion dates as presented, and authorize the board chair to execute the modification."

2. Façade Improvement Grant Applications – 426 Main Street and 428 Main Street – J. Olhava
 - a. Applicant: Dan Stauss
 - b. *Staff recommend conditional approval for each address as detailed in the sample motions.*

Sample motion: "I move that we conditionally approve funding not to exceed \$20,000 for a Façade Improvement Grant for 426 Main Street, pending revisions to the current plans as a result of Town review and final inspection by DDA staff, with any substantial deviations from such plans requiring the review and approval of the DDA Board, and authorize the board vice-chair to execute documents in connection therewith."

Sample motion: "I move that we conditionally approve funding not to exceed \$20,000 for a Façade Improvement Grant for 428 Main Street, pending revisions to the current plans as a result of Town review and final inspection by DDA staff, with any substantial deviations from such plans requiring the review and approval of the DDA Board, and authorize the board vice-chair to execute documents in connection therewith."

F. **Executive Director's Report**

G. **Communications & News**

H. **Adjourn** **8:30AM**

Note: Double Underlined items indicate attachments.