



**NOTICE OF BOARD MEETING OF THE
EL PASO DOWNTOWN MANAGEMENT DISTRICT**

**TO: ALL PERSONS INTERESTED IN THE BOARD MEETING OF THE
EL PASO DOWNTOWN MANAGEMENT DISTRICT (DMD)**

NOTICE IS HEREBY GIVEN, that an Open Meeting will be held at 12:00 pm on July 17, 2013 at the PDNG Conference Center, Room C, 17th Floor of Chase Bank Building, 201 E. Main Ste. 1701, El Paso, Texas

AGENDA:

1. Call meeting to order and establish quorum
2. Approval of minutes of June 19, 2013 Board meeting
3. DMD Investments:
 - a. Tex Pool Account – balance, rate and status
 - b. West Star Bank CD – balance, rate and status
 - c. United Bank CD – balance, rate and status
4. Committee Reports: Executive [BOD reappointments; status of rate assessment petition; FY 2013-14 budget draft]
5. Resolution authorizing the Executive Director to receive and process a petition for services and improvement projects, to include authorizing the cost of certification of the petition as to property ownership and values, notices, publications and setting of hearings.
6. Discussion and Action to address sanitation and security issues in the Downtown area and support additional police presence in the Downtown area and directing staff to attend City Budget Hearings to express this support
7. Discussion and Action on Approval of recommendations to City Council to fill upcoming vacancies on Board of Directors as follows:

Reappointments:

<u>Position</u>	<u>Incumbent</u>	<u>Last Appt Date</u>	<u>Term#</u>	<u>Expiration Date</u>
Place 8	H. Wayne Soza	5/2013*	1	August 2013
Place 9	T.J. Karam	4/2010	2	August 2013
Place 10	Chris Kleberg	5/2010	2	August 2013
Place 11	Jim Dove	7/2011*	1	August 2013
Place 12	Tripper Goodman	12/2011*	1	August 2013
Place 13	Brent Harris	8/2011	2	August 2013
Place 14	Arlene Carroll	8/2011	2	August 2013

*First full term to be served as previously appointed for unexpired terms.

All the above persons recommended are qualified to serve on the Board in accordance with the qualifications established by Chapter 375 as follows: are at least 18 years old, and are connected within the District as either (1) a resident, (2) owner of property, (3) owner of stock on property, as an individual or in a corporate capacity, (4) owner of a beneficial interest in a trust that owns property, or (5) be an agent, employee or tenant of the owners listed in categories 2, 3 and 4. And

further, all of the above persons have experience in at least one of the following statutorily mandated areas: (1) energy matters, (2) commercial banking, (3) real estate development, (4) finance and insurance matters, (5) matters relating to retail or the provision of services, (6) provision of utilities, or (7) general issues the district will address.

8. Committee Reports: Finance [FY 2013-14 budget draft]
9. Discussion and Action on draft budget proposal
10. Committee Reports: Marketing [FY 2013-14 budget draft]
11. Discussion and Action on Reimbursement Grant Agreements for the Downtown Commercial Façade Improvement Program:
 - a. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Commercial Façade Improvement Program for property located at 204-210 Mills Avenue in the amount of \$25,000 said project to be completed in 180 days upon execution of the Agreement.
12. Discussion and Action on approving a sole source contract with the firm fd2s to complete the scope of work detailed in Task 4 for the Downtown Pedestrian Wayfinding project for a fee of \$7,500
13. Discussion and Action on a contract with the firm fd2s for professional services to assist with implementation of Phase I of the Downtown Pedestrian Wayfinding project during bidding, fabrication and installation for a fixed fee as detailed in the scope of work
14. Committee Reports: Sanitation [anti-littering campaign, security issues]
15. Project Updates and Reports:
 - a. Downtown Construction Marketing Campaign
 - b. Marketing and PR related items– The Gutierrez Group
16. Presentation on Trade & Investment Mission to Barcelona, Spain in the fall
17. Discussion of the Next Board Meeting Date: August 21, 2013
18. Open Comment Period*
19. Executive Session

At any time during the Board Meeting, the Board may, upon motion and affirmative vote of a majority of the Board in attendance, retire into Executive Session pursuant to the Texas Government Code, Chapter 551, Sections 551.071 and 551.074(a) for the purpose of consultations with legal counsel and/or discussion of a specific matter permitted to be in Executive Session pursuant to Texas Law. Executive Session is a closed, private meeting of the Board at which the public may not attend. No action and no voting may occur in Executive Session. The Board will return to open session to take any final action on any item discussed in Executive Session, or if no action is necessary, to continue or adjourn the meeting, as appropriate.

20. Adjourn

* Open comment is an opportunity for members of the public to address the Board regarding items to be discussed at the meeting or any other issue of interest related to the DMD. Items that are brought up by the public but which are not posted for discussion or action may not be discussed among the Board members or acted upon by the Board, except for limited questions related directly to the topic or a discussion whether to post the public raised item on a future agenda. The Chair may limit the amount of time for public comment and/or allow additional public comment for each item.

Persons having questions concerning this notice or documents pertaining to agenda items should contact Verónica R. Soto, Executive Director, El Paso Downtown Management District, 915-400-2294. Sign Language interpreters will be provided for this meeting upon receiving a request 48 hours prior to the meeting by calling the DMD phone number listed above.

Posted this 12th day of July 2013, at the El Paso County Courthouse, 500 E. San Antonio, El Paso, Texas; El Paso City Hall, 300 N. Campbell, El Paso, Texas, and at the administrative office of the El Paso Downtown Management District, 201 E. Main, Suite 107, El Paso, Texas, and on the downtownelpaso.com webpage pursuant to instructions of Robert S. Ayoub, President of the El Paso Downtown Management District.

BY: _____, Lilia Granillo