



**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 on
Wednesday, March 19, 2014 at 11:30 a.m. at the Chase Bank Building
Conference Center, Room C, 17th Floor of Chase Bank Building, 201 E. Main
Ste. 1701, El Paso, TX**

AGENDA:

1. Call meeting to order and establish quorum
2. Approval of minutes of the January 15, 2014 Board meeting
3. Committee Report: Executive (Administrative Rules, Policies, and Procedures, Assessment Rate petition, Executive Director position vacancy)
4. Discussion and Possible Action on appointment of Interim Executive Director
5. Discussion and Possible Action on recruitment process for New Executive Director
6. Committee Report: Finance (budget format, check signers, bookkeeping services, investments)
7. DMD Investments:
 - a. Tex Pool Account – balance, rate and status
 - b. United Bank CD – balance, rate and status
8. Discussion and Possible Action on FY 2012-2013 Audit report
9. Discussion and Possible Action on Quarterly Investment Report
10. Discussion and Possible Action on updating authorized check signers said changes specifically as follows:
 - a. Delete: Tripper Goodman and Verónica R. Soto
 - b. Add: Jamie Gallagher (Vice President) and Finance Committee Members: Laura Pople, Sam Legate, and Wayne Soza
11. Committee Report: Sanitation & Security (sanitation services; Environmental Services Dept. input)
12. Committee Report: Marketing
13. Discussion and possible 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 504 W. San Antonio Avenue in the amount of \$25,000 said project to be completed in 180 days upon the execution of the Agreement.
14. Discussion and possible action on Reimbursement Grant Agreements for the Downtown Community Development Façade Improvement /ADA Compliance Grant Program

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2014 MAR 24 PM 02:16
2014 MAR 14 P 3:29
Debra D. Dierker
COUNTY CLERK
EL PASO COUNTY, TEXAS

- a. That the Executive Director be authorized to sign a Grant Agreement for the Downtown Community Development Façade Improvement Program for property located at 504 San Francisco Avenue in an amount not to exceed \$21,000 said project to be completed on or before July 15, 2014.
- b. That the Executive Director be authorized to sign a Grant Agreement for the Downtown Community Development Façade Improvement Program for property located at 301 W. Overland in an amount not to exceed \$33,300 said project to be completed on or before July 15, 2014.
- c. That the Executive Director be authorized to sign a Grant Agreement for the Downtown Community Development Façade Improvement Program for property located at 513 San Antonio Ave in an amount not to exceed \$37,500 said project to be completed on or before July 15, 2014.

15. Presentation on Downtown Construction Projects and related messaging

16. Project Updates and Reports:

- a. The Lowdown: Special Event Permitting Orientation
- b. DMD Outreach efforts at Heritage Tourism Summit and Kidspalooza events
- c. Marketing and PR related items
- d. Downtown Circulation Study & Downtown Parking Study Update

17. Discussion of the Next Board Meeting Dates: April 16, 2014, at 11:30 a.m.

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. The items to be discussed in executive session, if any, include the topics listed on the agenda, and possibly the following specified item(s):

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 14th day of March 2014, 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: , Laurice Yanar

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 2014 MAR 14 PM 2:16
 IN MY OFFICE
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 EL PASO COUNTY