



Board of Directors Meeting  
Jamie Gallagher, President

FILED FOR RECORD  
IN MY OFFICE

The El Paso Downtown Management District Board of Directors meeting will be held Thursday, December 3, 2015 at 11:30 a.m. at the United Bank Building Conference Room of the United Bank Building, 401 E. Main Dr., El Paso, Texas

2015 NOV 24 11:10:08  
*Debra S. [Signature]*  
COUNTY CLERK  
EL PASO COUNTY, TEXAS

**AGENDA:**

1. Call meeting to order

**NOTICE TO THE PUBLIC**

All matters listed under the CONSENT AGENDA will be considered by the Downtown Management District (DMD) Board to be routine and will be enacted by one motion unless separate discussion is requested by Board Members. Prior to the vote, members of the audience may ask questions regarding items on the consent agenda. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. The Board may, however, reconsider any item at any time during the meeting. The wording of all agenda items shall appear in the minutes of this meeting of the DMD Board of Directors as posted, unless otherwise revised by this or other motion of the Board, without the necessity of reading the wording of each item into the record.

**CONSENT AGENDA**

2. Approval of Minutes– October 22, 2015
3. 2016 Board & Committee Meeting Schedule
4. 2016 Committee Roster
5. Approval of Public Funds Investment Act Quarterly Report for July-September 2015

**REGULAR AGENDA**

6. Committee Report: Finance Committee - Chair Laura Pople
  - a. Monthly Financial Summary
  - b. 2014/2015 Audit
7. Report on DMD Investments:
  - a. United Bank CD – balance, rate and status
  - b. WestStar Money Market Accounts – balance, rate and status
8. Committee Report: Façade Improvement Update– Chair Eric Pearson
  - a. Façade Grant Project Status/Fund Balance Report
9. Approval of a Reimbursement Grant Agreement 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 816 S. El Paso Street (FAC 15-01) in the amount of \$13,571.25 with said project to be completed in accordance with the execution of the Agreement.
10. Committee Report: Infrastructure Committee – Chair Mike McQueen
  - a. Downtown Parking Study Update

- b. El Centro & Union Plaza Security Program & Traffic Control Pilot Program
  - c. Capital Projects & Maintenance Inventory
  - d. Sanitation Update – GeoPal Performance Tracking Software
11. Committee Report: Marketing Committee – Chair Jon Law
- a. 2015-2016 Marketing Campaign and Strategic Plan
12. President’s Report
- a. Board Governance
  - b. DMD Board Holiday Gathering
  - c. 2016-2017 Budget Discussion
  - d. Interlocal Agreement with the City of El Paso
13. Executive Director’s Report
- a. Staff Strategic Planning
  - b. DMD Board Administrative Rules, Policies & Procedures Annual Review
14. Discussion and possible action on proposed amendments to the DMD Board Administrative Rules, Policies & Procedures.
15. Construction & Event Update- Frank Hernandez
- a. Current/Upcoming Projects and Events
16. Economic Development Update by Jessica Herrera
17. Open Discussion of topics relevant to Downtown El Paso
18. Discussion of the Next Board Meeting – January 28, 2016
19. Open Comment Period\*
20. 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):*

No specific executive session items posted

21. 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.*

Posted this 24<sup>th</sup> day of November 2015, 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 Jamie Gallagher, President of the El Paso Downtown Management District.

BY: , Teresa Mais