



**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, March 24, 2016 at 11:30 a.m. at the United Bank Building Conference Room of the United Bank Building, 401 E. Main Dr., El Paso, Texas

Debra Briones
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– February 25, 2016

REGULAR AGENDA

3. Committee Report: Finance Committee - Chair Laura Pople
 - a. Monthly Financial Summary
4. Report on DMD Investments:
 - a. Bank of Texas CD – balance, rate and status
 - b. WestStar Money Market Accounts – balance, rate and status
5. Committee Report: Façade Improvement Update– Chair Peter Spier
 - a. Façade Grant Project Status/Fund Balance Report
6. 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 301 Texas Avenue (FAC 15-03) in the amount of \$25,000.00 with said project to be completed in accordance with the execution of the Agreement.
7. Committee Report: Infrastructure Committee – Chair Mike McQueen
 - a. Downtown Parking Garage Development RFP
 - b. Sanitation Update – Contract w/ County
 - c. El Paso Police Downtown Metro Patrol Unit
 - d. Mobile Food Vending/Parking Meter Ordinance Amendment
8. Committee Report: Marketing Committee – Chair Jon Law
 - a. 2016 Marketing Campaign
 - b. INSIDER Distribution List
 - c. El Paso Inc. Advertising Contract
9. Discussion and Possible Action to approve up to \$6,500 for advertising associated with the DMD’s 2016 Marketing Campaign and authorize the Executive Director to enter into an agreement with the El Paso Inc. Services will include print and online advertising. Funds to come from approved budget line item #6020 (Advertising/Promotion).

2016 MAR 21 AM 11:12
CITY CLERK DEPT.

10. President's Report
 - a. DMD 20th Anniversary
 - b. Strategic Planning Session

11. Discussion and Possible Action to approve up to \$5,000 for the DMD's upcoming Strategic Planning session, and authorize the Executive Director to enter into an agreement with Opportunity Strategies L.L.C. Services will include preplanning, facilitation of a half-day session with the Executive Committee, facilitation of a full-day session with the Board, and the development of a 2016-2018 Strategic Plan and 2016 Program of Work documents. Funds to come from approved budget line item #7500 Community Projects/Programs.

12. Executive Director's Report
 - a. Meetings with City Manager
 - b. San Jacinto Update and Event Protocol
 - c. Economic Indicators
 - d. TIRZ Nomination & Election

13. Nomination and Election of the Downtown Management District's representative to the City of El Paso's Tax Increment Reinvestment Zone No. 5.

14. Construction & Event Update- Frank Hernandez
 - a. Current/Upcoming Projects and Events

15. Economic Development Update by Jessica Herrera

16. Open Discussion of topics relevant to Downtown El Paso

17. Discussion of the Next Board Meeting – May 26, 2016

18. Open Comment Period*

19. Executive Session

CITY CLERK DEPT.
 2016 MAR 21 AM 11:12

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

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.*

Posted this 21st day of March 2016, 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