



The El Paso Downtown Management District Board of Directors meeting will be held Thursday, September 28, 2017 at 11:30 a.m. at the United Bank Building Conference Room of the United Bank Building, 401 E. Main Dr., El Paso, Texas

AGENDA:

1. Call meeting to order
2. Plaza Hotel Update – William Kell, Mills Franklin Mountain Management, LLC, with possible discussion of the topic by the Board (no action)
3. Winterfest Update – Emily Beardmore, El Paso Live, with possible discussion of the topic by the Board (no action)

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

4. Approval of Minutes:
 - a. August 24, 2017 Board of Directors Meeting
5. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District
 - a. St. Clement's Parish School – Parking Garage Access for DTEP ROTB Volunteers (\$360 value)
 - b. Run El Paso - \$100 Sponsorship DTEP ROTB
 - c. El Paso Electric Company - \$1,000 Sponsorship DTEP ROTB
 - d. Mills Plaza Parking LP – Discounted Parking Lot Lease DTEP ROTB Activity Zone (\$1,000 value)

REGULAR AGENDA

6. Committee Report: Finance Committee- Chair Laura Pople
 - a. Monthly Financial Summary
7. Report on DMD Investments:
 - a. Bank of Texas CD – balance, rate and status
 - b. WestStar Money Market Accounts – balance, rate and status
8. Committee Report: Grant Programs Update– Chair Peter Spier
 - a. Grant Programs Status/Fund Balance Report
9. Approval of a Reimbursement Grant Agreement for the Downtown Mural Grant Program
 - a. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Mural Grant Program for property located at 601 N. Oregon Street (MUR 16-02) in the amount of \$ 9,500.00 with said project to be completed in accordance with the execution of the Agreement.
10. Approval of a Reimbursement Grant Agreement for the Downtown Commercial Façade Improvement Grant Program
 - a. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Commercial Façade Improvement Grant Program for property located at 601 Texas Avenue (FAC 16-05) in

the amount of \$ 25,000.00 with said project to be completed in accordance with the execution of the Agreement.

11. Committee Report: Infrastructure & Advocacy Committee – Chair Mike McQueen

- a. Homeless Outreach Services

12. Committee Report: Marketing Committee – Joe Gudenrath

- a. Identification of New Committee Chair
- b. Current & Upcoming DTEP Promotions
 - i. Restaurant Crawl – September 27 - 29
 - ii. Running of the Bulls 5K Run / Walk
- c. Social Media & INSIDER Distribution List

13. President’s Report

- a. Meetings w/ Mayor & City Council
- b. Executive Director Performance Evaluation
- c. Administrative Rules, Policies & Procedures Review; Committee Charters; 2018 Meeting Schedule
- d. DMD Board & Board Member Self-Assessment

14. Discussion and possible action to complete the DMD Board & Board Member Self-Assessment.

15. Executive Director’s Report

- a. TIRZ No. 5 Update
- b. DMD Annual Survey
- c. Outreach to City Council Districts
- d. IDA Conference

16. Construction & Event Update- Frank Hernandez

- a. Current/Upcoming Projects and Events

17. Economic Development Update by City of El Paso (Rafael Arellano)

18. Open Discussion of topics relevant to Downtown El Paso (no action)

19. Discussion of the Next Board Meeting – October 26, 2017 (no action)

20. Open Comment Period* (no action)

21. 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

22. 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 25th day of September, 2017, at the El Paso County Courthouse, 500 E. San Antonio, El Paso, Texas; El Paso City Hall, 300 N. Campbell, and at the administrative office of the El Paso Downtown Management District, 201 E. Main, Suite 107, El Paso, Texas, pursuant to instructions of Jon Law, Vice President of the El Paso Downtown Management District. BY: Teresa Mais, Teresa Mais

CITY CLERK DEPT.
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