



The El Paso Downtown Management District Board of Directors meeting will be held Thursday, October 26, 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. Streetcar Project Update – Raymond Telles, Camino Real Regional Mobility Authority, 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

3. Approval of Minutes:
 - a. September 28, 2017 Board of Directors Meeting
4. Approval of Public Funds Investment Act Quarterly Report for July - September 2017.
5. Approve DMD Committee Charters.
6. Approve 2018 DMD Board and Committee Meeting Calendar.

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REGULAR AGENDA

7. Committee Report: Finance Committee- Chair Laura Pople
 - a. Monthly Financial Summary
 - b. FY2016-2017 Audit Process
8. Approve contract with Strickler Prieto LLP for performance of annual audit for the year which ended September 30, 2017 and allocate \$6,000 for costs associated with the audit from Budget Line 3525 (Accounting).
9. Report on DMD Investments:
 - a. Bank of Texas CD – balance, rate and status
 - b. WestStar Money Market Accounts – balance, rate and status
10. Committee Report: Grant Programs Update– Chair Peter Spier
 - a. Grant Programs Status/Fund Balance Report
11. 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 115 N. Mesa Street (FAC 16-03) in the amount of \$ 25,000.00 with said project to be completed in accordance with the execution of the Agreement.
12. Committee Report: Infrastructure & Advocacy Committee – Chair Mike McQueen
 - a. Identification of Possible TIRZ No. 5 Funded Projects
 - b. Ambassador Program Update
 - c. Utility Discussion

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- d. Position Statement – City of El Paso Work Schedule
- 13. Discussion and Action to approve the DMD Position Statement on the City of El Paso work schedule.
- 14. Committee Report: Marketing Committee – Joe Gudenrath
 - a. Current & Upcoming DTEP Promotions
 - i. Holiday Promotions
 - b. Eat Authentico Restaurant Crawl Recap
 - c. Running of the Bulls 5K Run / Walk Recap
 - d. Social Media & INSIDER Distribution List
- 15. President’s Report
 - a. Board Membership Reinstatement of Eric Pearson
 - b. Executive Director Performance Evaluation
 - c. Legal Services RFQ
- 16. Discussion and Action to select Mendel Blumenfeld, PLLC as the “best value” service provider following an open Request for Qualification process, and authorize the Executive Director to finalize a three-year agreement with Mendel Blumenfeld, PLLC for legal services.
- 17. Discussion and possible action regarding the Housing Authority’s renovation and utilization of the Blue Flame Building.
- 18. Executive Director’s Report
 - a. TIRZ No. 5 Update
 - b. Board Assessment Recommendations
 - c. Administrative Rules, Policies and Procedure Review
- 19. Discussion and possible action on proposed amendments to the DMD Board Administrative Rules, Policies & Procedures.
- 20. Construction & Event Update- Frank Hernandez
 - a. Current/Upcoming Projects and Events
- 21. Economic Development Update by City of El Paso (Rafael Arellano)
- 22. 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):

- Discussion Regarding Executive Director Performance Evaluation and Possible Pay Increase (Section 551.074, Personnel Matter)

- 23. Possible Action to Complete Executive Director Performance Evaluation and Possible Pay Increase.
- 24. Open Discussion of topics relevant to Downtown El Paso (no action)
- 25. Discussion of the Next Board Meeting – December 7, 2017 (no action)
- 26. Open Comment Period* (no action)
- 27. 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 23rd day of October, 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