

CITY CLERK DEPT.

2014 OCT 16 PM 4:06

NOTICE OF BOARD MEETING OF THE  
EL PASO DOWNTOWN MANAGEMENT DISTRICT



TO: ALL PERSON INTERESTED IN THE BOARD MEETING OF THE  
EL PASO DOWNTOWN MANAGEMENT DISTRICT (DMD)

*NOTICE IS HEREBY GIVEN, that an Open Meeting of The El Paso Downtown Management District Board of Directors will be held Wednesday, October 22, 2014 at 11:30 a.m. at the United Bank Building Conference Room of the United Bank Building, 401 E. Main, El Paso, TX*

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– September 24, 2014
3. Approval of Public Funds Investment Act Quarterly Report for July-September 2014
4. Approval of Amendments to Financial Policies
  - a. The following is added as item d. under Section F, Subsection 2. (Expenditure Limits and Approval Requirements) by adding the following:  
**d. Any expenditure of funds that exceed its approved budget or budget line item by 15% and \$5,000 must return to the BOD for approval.**  
The remaining sections are renumbered accordingly.
  - b. Section Q (Tax Compliance), Subsection 1. (Exempt Organization Returns), Item b. is revised to read as follows:  
**b. OPC processes the bi-weekly payroll after input of employee information. OPC files quarterly payroll tax reports (941 and DE6) meeting scheduled deadlines. The OPC is responsible to ensure accuracy and timeliness.**

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EL PASO COUNTY TEXAS

## REGULAR AGENDA

5. Election of DMD Officer(s)
6. Vice-President's Report
  - a. New Board Member Introductions & New Board Member Nomination
7. Discussion and Action on Appointment by Board of Directors to fill the unexpired term of Chris Kleberg (Place 10) who has resigned. Recommended candidate to fill the vacancy for the unexpired term is Peter Spier. This appointment to fill an unexpired term does not require City Council approval and is final upon Board approval.
8. Executive Director's Report
  - a. Holiday Decorations & Holiday Shopping Security Pilot Program
9. Discussion and Possible Action to approve expense for a Holiday Shopping Security Pilot Program in an amount not to exceed \$10,000. Funds to come from approved budget line item #7310 (Security Program).
10. Committee Report: Marketing Committee – Chair Jon Law / Rudy Vasquez
  - a. Marketing Plan Update
11. Committee Report: Sanitation Committee – Chair Jamie Gallagher / Frank Hernandez
  - a. Contract with the County and future committee meetings
12. Construction & Event Update- Frank Hernandez
  - a. Current/Upcoming Projects and Events
13. Committee Report: Infrastructure Committee – Chair Mike McQueen / Frank Hernandez
  - a. Holiday Shopping Security Pilot Program & Downtown Parking Study Update
14. Committee Report: Façade Improvement Update– Chair Eric Pearson / Terry Mais
  - a. Interlocal/Guideline/Application Review
15. Approval of 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 114-A Mills Avenue in the amount of \$10,647.50 said project to be completed in accordance with the execution of the Agreement.
  - b. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Commercial Façade Improvement Program for property located at 909 E. San Antonio Avenue in the amount of \$25,000 said project to be completed in accordance with the execution of the Agreement.
16. Committee Report: Finance Committee - Chair Ruben Torres / Terry Mais
  - a. Financial Policy Amendments & Audit Schedule

17. Report on DMD Investments:

- a. Tex Pool Account – balance, rate and status
- b. United Bank CD – balance, rate and status

18. Discussion of the Next Board Meeting – Wednesday, December 3, 2014

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 16th day of October 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 Jamie Gallagher, Vice President of the El Paso Downtown Management District.

BY:  \_\_\_\_\_, Enrique Garcia

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