



*The El Paso Downtown Management District Board of Directors meeting will be held Thursday, April 26, 2018 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 Safety & Project Update – Jay Banasiak, Sun Metro Director, 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. March 22, 2018 Board of Directors Meeting
4. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District:
  - a. Rocketbuster Boots - \$300 sponsorship of the 2<sup>nd</sup> Annual Downtown Living Tour
  - b. El Paso Live – In-kind services valued at \$60 in support of the 2<sup>nd</sup> Annual Downtown Living Tour
5. Amend the FY2017-2018 budget by increasing anticipated expenses for budget line 4095 (Training & Dues) and 4098 (Travel) to facilitate the Executive Director’s participation in the International Downtown Association’s Emerging Leader Fellowship program. Total costs for program registration, travel and accommodations are not to exceed \$5,000.
6. Authorize the Executive Director to enter into an agreement with Race Adventures Unlimited not to exceed \$3,000 for services related to the 2<sup>nd</sup> Annual Running of the Bulls 5k Fun Run/Walk. Funding to come from approved budget line item 6017a.
7. Approval of Public Funds Investment Act Quarterly Report for January - March 2018.

**REGULAR AGENDA**

8. Committee Report: Finance Committee- Chair Laura Pople
  - a. Monthly Financial Summary
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 212 E. Mills Ave (FAC 17-02) in the amount of \$25,000.00 with said project to be completed in accordance with the execution of the Agreement.

12. Approval of a Reimbursement Grant Agreement for the Downtown Iconic Signage & Lighting Grant Program

FILED FOR RECORD  
IN MY OFFICE  
2018 APR 23 AM 10:51  
El Paso County, Texas  
CITY CLERK

- a. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Iconic Signage & Lighting Grant Program for property located at 215 E. Main Street (ISL 17-03) in the amount of \$ 25,000.00 with said project to be completed in accordance with the execution of the Agreement.
13. Committee Report: Infrastructure & Advocacy Committee – Chair Mike McQueen
    - a. Paseo de las Luces Project Outreach
    - b. Bike Rack Request Program
  14. Committee Report: Marketing Committee – Chair Edie Zuvanich
    - a. Current & Upcoming DTEP Promotions
    - b. Social Media & INSIDER Distribution List
    - c. DMD in the News
  15. President’s Report
    - a. Annual Board Assessment
    - b. Election of DMD Representative on the TIRZ No. 5 Board
  16. Nomination and Election of the Downtown Management District’s representative to the City of El Paso’s Tax Increment Reinvestment Zone No. 5 Board.
  17. Executive Director’s Report
    - a. TIRZ No. 5 Update
    - b. Grant Program Report (2011-2018)
    - c. Vacant Buildings Ordinance Discussion
  18. Construction & Event Update- Frank Hernandez
    - a. Current/Upcoming Projects and Events
  19. Economic Development Update by City of El Paso (Rafael Arellano)
  20. Open Discussion of topics relevant to Downtown El Paso (no action)
  21. Discussion of the Next Board Meeting – May 24, 2018 (no action)
  22. Open Comment Period\* (no action)
  23. 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):*

- None Anticipated

24. 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 23<sup>rd</sup> day of April, 2018**, 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