



**Board of Directors Meeting
Jon Law, President**

CITY CLERK DEPT.
2018 SEP 24 AM 10:37

FILED WITH RECORD
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The El Paso Downtown Management District Board of Directors meeting will be held Thursday, September 27, 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

Jon Law
President

AGENDA:

1. Call meeting to order.
2. Welcome and introduce new Board Members.

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. August 23, 2018 Board of Directors Meeting
4. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District:
 - a. Ghostlight Creative - \$50 for participation in the Start Up Downtown event.
 - b. Devo Design & Construction - \$50 for participation in the Start Up Downtown event.
 - c. Stanton Street Development LLC - \$50 for participation in the Start Up Downtown event.
 - d. JMT Properties - \$50 for participation in the Start Up Downtown event.
 - e. Best Real Estate Management - \$100 for participation in the Start Up Downtown event.
 - f. Sonny Brown & Associates, LLC - \$50 for participation in the Start Up Downtown event.
 - g. One:One - \$50 for participation in the Start Up Downtown event.
 - h. The Broker Company - \$50 for participation in the Start Up Downtown event.
 - i. Nadler Family, LP - \$50 for participation in the Start Up Downtown event.
 - j. Bright Sol Tech El Paso Inc. - \$50 for participation in the Start Up Downtown event.
 - k. Mendel Blumenfeld, PLLC. - \$120 contribution in support of the DMD's 2nd Annual Running of the Bulls.
 - l. Joe Gudenrath - \$120 contribution in support of the DMD's 2nd Annual Running of the Bulls.
 - m. Esperanto Developments - \$500 contribution in support of the DMD's 2nd Annual Running of the Bulls.
5. Approve contract with Strickler Prieto LLP for performance of annual audit for the year ending September 30, 2018 and allocate \$6,000 for costs associated with the audit from Budget Line 3525 (Accounting) of the FY2018-2019 Budget.

REGULAR AGENDA

6. Committee Report: Finance Committee - Chair Laura Pople
 - a. Monthly Financial Summary
7. Report on DMD Investments:
 - a. TexPool Accounts – 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. Discussion and Action for 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 522 San Francisco Avenue (FAC 17-06) in the amount of \$25,000.00 with said project to be completed in accordance with the execution of the Agreement.
10. Discussion and Action for Approval of a Reimbursement Grant Agreement for the Downtown Iconic Signage & Lighting Grant Program
 - 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 513 W. San Antonio Avenue (ISL 17-06) in the amount of \$7,500.00 with said project to be completed in accordance with the execution of the Agreement.
11. Committee Report: Infrastructure & Advocacy Committee – Chair Mike McQueen
 - a. Paseo de las Luces Project Outreach & Update
 - b. City of El Paso Noise Ordinance Update
 - c. Mexican American Cultural Center Update
12. Committee Report: Marketing Committee – Chair Edie Zuvanich
 - a. Current & Upcoming DTEP Promotions
 - b. Social Media & INSIDER Distribution List
 - c. DMD in the News
13. President’s Report
 - a. Executive Director’s Annual Performance Review
 - b. Timing of Officer Elections, Committee Charter Approvals, Administrative Rules Review/Approval
 - c. 2019-2022 Strategic Plan Development
14. Possible Action to Complete Executive Director Performance Evaluation and Compensation Review.
15. Executive Director’s Report
 - a. TIRZ No. 5 Update
 - b. Value of Downtown Project Update
 - c. DMD Downtown Employee Survey Presentation & Discussion
16. Construction & Event Update- Frank Hernandez
 - a. Current/Upcoming Projects and Events
17. Economic Development Update by City of El Paso (Paola Gallegos)
18. Open Discussion of topics relevant to Downtown El Paso (no action)
19. Discussion of the Next Board Meeting – November 1, 2018 (no action)
20. Open Comment Period* (no action)

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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):

- Discussion Regarding Executive Director Performance Evaluation and Compensation Review (Section 551.074, Personnel Matter)

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 24th day of September, 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, Teresa Mais