



**Board of Directors Meeting
Mike McQueen, President**

CITY CLERK DEPT
2020 AUG 24 AM 9:21

The El Paso Downtown Management District Board of Directors meeting will be held Thursday, August 27, 2020 at 11:30 a.m. by video and telephone communications as allowed by the Office of Attorney General of Texas with approval by Texas Governor Greg Abbott.

Video Conference

- **Join ZOOM Meeting:** <https://us02web.zoom.us/j/82080361749>
- **Meeting ID:** 820 8036 1749

FILED FOR RECORD
IN MY OFFICE

2020 AUG 24 AM 10:44

Telephone Conference

- **Telephone & Audio Participation:** 1-346-248-7799
- **Meeting ID:** 820 8036 1749

DELIA BRIONES
COUNTY CLERK
EL PASO COUNTY, TEXAS

The public is strongly encouraged to sign up to speak on items on this agenda before 11am, on Thursday, August 27, 2020. Visit <https://downtownelpaso.com/procedures-for-addressing-the-el-paso-downtown-management-district-dmd-board-of-directors/> or call 915-240-3116 to sign up prior to the start of the meeting.

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:
 - a. May 28, 2020 Board of Directors Meeting
 - b. June 25, 2020 Board of Directors Meeting
3. Approval of Public Funds Investment Act Quarterly Report for April-June 2020.
4. DMD May, June and July Investment Reports
 - a. TexPool Accounts – balance, rate and status
5. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District:
 - a. El Paso Electric - \$5,000 sponsorship of the Fresh Air Food Court Pilot Program
 - b. WestStar Bank - \$2,500 sponsorship of the Fresh Air Food Court Pilot Program
 - c. El Paso Community Foundation - \$1,000 sponsorship of the Fresh Air Food Court Pilot Program and additional support via the Get Shift Done program.

REGULAR AGENDA

6. Action to ratify Sub-Recipient Grant Agreements with City of El Paso for the Outdoor Dining Program and Enhanced Sanitation Program related to the Notice of Funding Availability from the Economic and International Development Department related to the U.S. Treasury Relief Funds (CARES Act). Information about the two programs was provided at the June DMD Board of Directors meeting, and agreements were signed by DMD President, Mike McQueen on August 7, 2020.

7. Discussion and Action to waive the DMD’s competitive bid requirements due to an emergency as allowed in the DMD Administrative Rules, Policies and Procedures (Section 7, I., 2., c.) in relation to acquiring services and supplies related to the implementation of CARES Act Grants, and authorize Executive Director to enter into any agreements related to required purchases.
8. Presentation, Discussion and Action to authorize the Executive Director to enter into a 3-year agreement (with two 1-year extension options) for professional audit services with Strickler & Prieto, LLP who was identified as the “best value” proposal submitted following the DMD competitive bidding requirements.
9. Presentation, Discussion and Action to authorize the Executive Director to enter into a 1-year office lease with automatic renewals and the annual option to terminate over a 5-year period, with Franklin Mountain Property Services for office space at 201 E. Main, Suite 107. The Franklin Mountain Property Services’ proposal was identified as the “best value” proposal submitted following DMD competitive bidding requirements and site visits to the highest ranking proposals.
10. Committee Report: Finance Committee – Chair Wayne Soza
 - a. Monthly Financial Summary
11. Presentation, Discussion and Action on Approval of 2020-2021 Downtown Management District Budget.
12. Discussion and Action to Approve Adoption of the Tax Assessment Rate of \$.12 per \$100 in valuation for FY 2020-2021.
13. Committee Report: Grant Programs Update – Chair Jamie Gallagher
 - a. Grant Programs Status/Fund Balance Report
14. Committee Report: Infrastructure & Advocacy Committee – Chair Martin Morgades
 - a. EPA Brownfield Grant
 - b. Security Update and Concerns
 - c. Sanitation Program
15. Committee Report: Marketing Committee – Rudy Vasquez
 - a. Current & Upcoming DTEP Promotions – I Miss You
 - b. Social Media & INSIDER Distribution List
 - c. DMD in the News
16. President’s Report
 - a. DMD Board Assessment
 - b. Executive Director Performance Evaluation
 - c. DMD Boundary Expansion
 - d. Board Member Appointments
17. Discussion and Action on Approval of recommendations to City Council to fill upcoming vacancies on the Downtown Management District Board of Directors as follows:

<u>Position</u>	<u>Candidate</u>	<u>Last Appt Date</u>	<u>Term#</u>	<u>Expiration Date</u>
Place 15	Sam Legate	2017	5	August 2023
Place 16	Y.I. Santoscoy	2017	6	August 2023
Place 17	Laura Uribarri*	2019	1	August 2023
Place 18	Jamie Gallagher	2017	3	August 2023
Place 19	Ruben Torres	2017	5	August 2023
Place 20	Alejo Restrepo	2017	3	August 2023
Place 21	Martin Morgades	2017	3	August 2023

* Indicates candidate was appointed to a partial term and is being nominated for his/her first full term.

All the above persons recommended are qualified to serve on the Board in accordance with the qualifications established by Chapter 375 as follows: are at least 18 years old, and are connected within the District as either (1) a resident, (2) owner of property, (3) owner of stock on property, as an individual or in a corporate capacity, (4) owner of a beneficial interest in a trust that owns property, or (5) be an agent, employee or tenant of the owners listed in categories 2, 3 and 4. And further, all of the above persons have experience in at least one of the following statutorily mandated areas: (1) energy matters, (2) commercial banking, (3) real estate development, (4) finance and insurance matters, (5) matters relating to retail or the provision of services, (6) provision of utilities, or (7) general issues the district will address.

18. Discussion and Action on Appointment by Board of Directors to fill the unexpired term of Place 3 on the Downtown Management District Board with Marianne Rosas. (The appointment to fill an unexpired term does not require City Council approval and is final upon Board approval.)
19. Executive Director's Report
 - a. Annual Segundo Barrio Backpack and School Supply Drive
 - b. Annual Public Input Survey Results
20. Construction & Event Update – Amy McQuillen
 - a. Current/Upcoming Projects and Events
21. Economic Development Update by City of El Paso (Mirella Craigo)
22. Call to the Public* (no action)
23. Open Discussion of topics relevant to Downtown El Paso (no action)
24. Discussion of the Next Board Meeting – September 24, 2020 at 11:30 a.m. (no action)
25. 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)

26. Adjourn

** Call to the Public is an opportunity for members of the public to bring topics and issues to the DMD Board's attention. The Call to the Public is reserved for items generated by the public. It is not for items already posted on the Board Meeting Agenda. Items that are brought up by the public 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. Individuals who would like to address the Board must sign up on the available form prior to the start of the meeting or submit the form electronically to the DMD Executive Director at least one hour prior to the start of the meeting. Each participant is limited to three minutes to make comments. Any group of five or more persons must appoint one person to present the group's views to the Board and will be limited to three minutes to make comments. Personal attacks, name-calling, and rude or slanderous remarks will not be tolerated.*

Posted this 24th day of August, 2020, 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 Laura Pople, Vice President of the El Paso Downtown Management District.

BY:  Teresa Mais