



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

CITY CLERK DEPT  
2020 OCT 19 AM 11:24

*The El Paso Downtown Management District Board of Directors meeting will be held Thursday, October 22, 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/87683314605>
- Meeting ID: 876 8331 4605

FILED FOR RECORD  
IN MY OFFICE

2020 OCT 19 AM 11:24

**Telephone Conference**

- Telephone & Audio Participation: 1-346-248-7799
- Meeting ID: 876 8331 4605

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, October 22, 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. September 24, 2020 Board of Directors Meeting
3. DMD September Investment Reports
  - a. TexPool Accounts – balance, rate and status
4. Approval of Public Funds Investment Act Quarterly Report for July-September 2020.
5. Action to ratify the Second Amendment to the Sub-Recipient Grant Agreement with City of El Paso for the Enhanced Sanitation Services Program entered into on August 7, 2020. This Amendment revises the Program Budget and provides an email address for the submission of required documentation to the City.
6. Action to ratify the First Amendment to the Sub-Recipient Grant Agreement with City of El Paso for the Outdoor Dining Program entered into on August 7, 2020. This Amendment revises the Program Budget; amends the Sub-grant Amount; and provides an email address for the submission of required documentation to the City.

**REGULAR AGENDA**

7. Election of DMD Officers: President, Vice-President, Secretary and Treasurer.

8. Discussion and Action to approve the 2020-2021 DMD Committee Charters.
9. Discussion and Action to approve the DMD Board Administrative Rules, Policies and Procedures as amended.
10. Committee Report: Finance Committee – Chair Wayne Soza
  - a. Monthly Financial Summary
11. Committee Report: Grant Programs Update – Chair Jamie Gallagher
  - a. Grant Programs Status/Fund Balance Report
12. Discussion and Action for Approval of a Reimbursement Grant Agreements submitted by Courtron, LLC for the property located at 313 E. Mills Ave.
  - 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 313 E. Mills Ave. (FAC 20-01) in the amount of \$25,000.00 with 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 Pedestrian Corridor Improvement Grant Program for property located at 313 E. Mills Ave. (PCI 20-01) in the amount of \$10,000.00 with said project to be completed in accordance with the execution of the Agreement.
13. Discussion and Action for Approval of a Reimbursement Grant Agreement submitted by Stanton Street Development, LLC for the property located at 601 Texas Ave.
  - 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 601 Texas Ave. (FAC 20-02) in the amount of \$25,000.00 with said project to be completed in accordance with the execution of the Agreement.
14. Discussion and Action for Approval of a Reimbursement Grant Agreements submitted by EP OHM Holdings, LLC for the property located at 209 N. Mesa St.
  - 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 209 N. Mesa St. (FAC 20-03) in the amount of \$25,000.00 with 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 Iconic Signage & Lighting Grant Program for property located at 209 N. Mesa St. (ISL 20-01) in the amount of \$25,000.00 with said project to be completed in accordance with the execution of the Agreement.
15. Discussion and Action to approve the guidelines associated with the Downtown Commercial Façade Improvement Program, the Downtown Iconic Signage & Lighting Grant Program, the Downtown Pedestrian Corridor Improvement Grant Program, and Downtown Mural Program as amended.
16. Committee Report: Infrastructure & Advocacy Committee – Chair Martin Morgades
  - a. Sanitation Program
    - i. Operations Manager
    - ii. Program Staffing
  - b. Safety & Security Action Plan
    - i. El Paso Police Department Camera Registration Program
    - ii. Communications Platform/Tools for Business to Business Communication
    - iii. Paid Neighborhood Watch
  - c. City of El Paso Chapter 20.20 Historic Preservation Policy Revisions

d. Texas Urban Area Coalition and Legislative Policy Advocacy

17. Committee Report: Marketing Committee – Johnny Escalante

- a. Current & Upcoming DTEP Promotions
  - i. Downtown Open for Business Messaging
- b. Social Media & INSIDER Distribution List
- c. DMD in the News
- d. Office & Marketing Assistant Vacancy

18. President's Report

- a. Board Member Spotlight

19. Executive Director's Report

- a. Downtown/Uptown Master Plan
- b. IDA & APA Conference Presentations

20. Construction & Event Update – Joe Gudenrath

- 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 – December 3, 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):*

- None

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 19<sup>th</sup> day of October, 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