



**Board of Directors Meeting
Laura Pople, Vice-President**

CITY CLERK DEPT
2021 SEP 20 AM 10:30

The El Paso Downtown Management District Board of Directors meeting will be held Thursday, September 23, 2021 at 11:30 a.m. at the Aloft El Paso Downtown, Lower Level Conference Room, 303 Texas Avenue, El Paso, Texas

Public Comment

The public is strongly encouraged to sign up to speak on items on this agenda before 11am, on Thursday, September 23, 2021. 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:

FILED FOR RECORD
IN MY OFFICE

2021 SEP 20 AM 11:07

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

DELIA BRIONES
COUNTY CLERK
EL PASO COUNTY, TEXAS

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 26, 2021 Board of Directors Meeting
4. DMD August Investment Reports
 - a. TexPool Accounts – balance, rate and status
 - b. Bank of Texas Certificates of Deposit – balance and rate
5. Acknowledgement of expenditures exceeding \$5,000 and 15% of the original budgeted amount established as part of the 2020-2021 DMD Budget:

Line No.	Item	Actual (thru August)	Budget	Variance	Explanation
3159b	Sanitation Part Time	\$76,133	\$34,560	\$41,573	Probation program still suspended.
3540	Legal	\$11,744	\$6,000	\$5,744	HR Audit & boundary expansion finalization
6017	DMD Event/Promotion	\$23,342	\$2,000	\$21,342	New event. Portion of costs offset by other event savings, event profits, and sponsorships

6. Approve contract with Strickler Prieto LLP for performance of the annual audit for the year ending September 30, 2021 and allocate \$6,000 for costs associated with the audit from Budget Line 3525 (Accounting) of the FY 2021-2022 Budget.

REGULAR AGENDA

7. Committee Report: Finance Committee – Chair Wayne Soza
 - a. Monthly Financial Summary

8. Committee Report: Grant Programs Update – Chair Jamie Gallagher
 - a. Grant Programs Status/Fund Balance Report
9. Discussion and Action for Approval of a Reimbursement Grant Agreement submitted by Park Foothills Apartments, LLC (Empire Properties) for the property located at 526 W. Missouri Avenue
 - a. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Commercial Facade Improvement Grant Program for property located at 526 W. Missouri Avenue (FAC 20-10) in the amount of \$7,850.00 with said project to be completed in accordance with the execution of the Agreement.
10. Committee Report: Infrastructure & Advocacy Committee – Chair Martin Morgades
 - a. Brownfields Site Reuse & Revitalization Program Update
 - i. Grant Application Process & Timeline
 - b. Position Statement
 - i. Downtown 10 Project
11. Discussion and Action to approve the DMD Position Statement advocating for the appropriate improvements of the I-10 corridor through Downtown El Paso.
12. Committee Report: Marketing Committee – Chair Johnny Escalante
 - a. Website Redesign Progress Report
 - b. Current & Upcoming DTEP Promotions
 - c. Social Media & INSIDER Distribution List
 - d. DMD in the News
13. President’s Report
 - a. DMD Board Officers, Committee Chairs, Committee Charters
 - b. Executive Director Performance Evaluation
14. Possible Action to Complete Executive Director Performance Evaluation and Compensation Review.
15. Executive Director’s Report
 - a. Strategic Plan Review/Dashboard
 - b. Annual Survey Results
16. Construction & Event Update – Richard Bustamante
 - a. Current/Upcoming Projects and Events
17. Economic Development Update by City of El Paso (Mirella Craigo)
18. Economic Development Update by El Paso County (Michael Hernandez)
19. Call to the Public* (no action)
20. Open Discussion of topics relevant to Downtown El Paso (no action)
21. Discussion of the Next Board Meeting – October 28, 2021 at 11:30 a.m. (no action)
22. 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)

23. 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 2nd day of September, 2021, 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