



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

CITY CLERK DEPT  
2019 SEP 23 AM 10:23

*The El Paso Downtown Management District Board of Directors meeting will be held Thursday, September 26, 2019 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.

**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. August 22, 2019 Board of Directors Meeting
3. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District:
  - a. El Paso Electric - \$300 contribution toward the Segundo Barrio Backpack and School Supply Drive.
  - b. TFCU – \$1,000 sponsorship for the Eat Authentico! Downtown Restaurant Crawl (September).
  - c. Hunt Companies - \$2,500 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
  - d. El Paso Electric - \$2,500 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
  - e. Sotoa Realty - \$1,500 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
  - f. United Bank - \$1,000 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
  - g. El Paso Community Foundation - \$1,000 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
  - h. Starr Western Wear - \$500 sponsorship in support of the 2019 Running of the Bulls 5K Walk/Fun Run.
  - i. Group 1 Automotive - \$500 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
  - j. Diversified Parking - \$250 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
  - k. Sweep It Clean - \$250 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
  - l. GM Printing & Signs – In kind contribution of \$2,000 sponsorship in support of the 2019 Running of the Bulls 5k Walk/Fun Run.
4. Acknowledgement of expenditure exceeding \$5,000 and 15% of the original budgeted amount associated with 2018-2019 Budget Line Item 6017d DTEP Restaurant Crawl. Increase was due primarily to the addition of a second event and is offset by sponsorships and ticket revenue.
5. Approve contract with Strickler Prieto LLP for performance of annual audit for the year ending September 30, 2019 and allocate \$6,000 for costs associated with the audit from Budget Line 3525 (Accounting) of the FY2019-2020 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
8. Committee Report: Grant Programs Update – Chair Peter Spier
  - a. Grant Programs Status/Fund Balance Report

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9. Committee Report: Infrastructure & Advocacy Committee – Chair Mike McQueen
  - a. EPA Brownfields Grant Update
  - b. City Historical Preservation Policy Revisions
  
10. Committee Report: Marketing Committee – Chair Edie Zuvanich
  - a. Current & Upcoming DTEP Promotions
  - b. Social Media & INSIDER Distribution List
  - c. DMD in the News
  
11. President’s Report
  - a. Board Member Reinstatement
  - b. Timing of Officer Elections, Committee Charter Approvals, Administrative Rules Review/Approval
  - c. Executive Director’s Annual Performance Review
  
12. Possible Action to Complete Executive Director Performance Evaluation, Compensation Review and Contract Renewal.
  
13. Executive Director’s Report
  - a. TIRZ No. 5 Update
  - b. DMD Boundary Expansion/Contraction Process Update
  
14. Construction & Event Update – Amy McQuillen
  - a. Current/Upcoming Projects and Events
  
15. Economic Development Update by City of El Paso (Mirella Craigo)
  
16. Open Discussion of topics relevant to Downtown El Paso (no action)
  
17. Discussion of the Next Board Meeting – October 24, 2019 at 11:30 a.m. (no action)
  
18. Open Comment Period\* (no action)
  
19. Executive Session

  
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*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, Compensation Review, and Contract Renewal (Section 551.074, Personnel Matter)

20. 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 September, 2019, 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