

**Board of Directors Meeting
Ruben Torres, President**

The El Paso Downtown Management District Board of Directors meeting will be held Thursday, December 2, 2021 at 3:00 p.m. at the Center for Civic Empowerment on the 17th Floor of the Blue Flame Building, 304 Texas Avenue, El Paso, Texas

Public Comment

The public is strongly encouraged to sign up to speak on items on this agenda before 2pm, on Thursday, December 2, 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:

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. October 28, 2021 Board of Directors Meeting
3. DMD October Investment Reports
 - a. TexPool Accounts – balance, rate and status
 - b. Bank of Texas Certificates of Deposit – balance and rate
4. 2022 DMD Board/Committee Meeting Schedule

REGULAR AGENDA

5. Committee Report: Finance Committee – Chair Arlene Carroll
 - a. Monthly Financial Summary
6. Committee Report: Grant Programs Update – Chair Jamie Gallagher
 - a. Grant Programs Status/Fund Balance Report
7. Committee Report: Infrastructure & Advocacy Committee – Chair Martin Morgades
 - a. DMD Sanitation Program & Community Service Program Update
 - b. Brownfields Site Reuse & Revitalization Program Update
 - c. Brownfields Assessment Grant Application
 - d. Downtown Landscaping and Tree Maintenance
8. 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

FILED FOR RECORD
IN MY OFFICE
2021 NOV 23 AM 11:53
Ruben Torres
CITY CLERK
915-240-3116

9. President's Report
 - a. DMD Executive Committee Roster
 - b. DMD Board Member Appointment
10. Discussion and Action on Appointment by Board of Directors to fill the unexpired term of Place 8 on the Downtown Management District Board with Cynthia Pina Ortwein. (The appointment to fill an unexpired term does not require City Council approval and is final upon Board approval.)
11. Executive Director's Report
 - a. IDA Annual Conference Report
 - b. Downtown Management District Holiday Social
12. Construction & Event Update – Richard Bustamante
 - a. Current/Upcoming Projects and Events
13. Economic Development Update by City of El Paso (Mirella Craigo)
14. Economic Development Update by El Paso County (Michael Hernandez)
15. Call to the Public* (no action)
16. Open Discussion of topics relevant to Downtown El Paso (no action)
17. Discussion of the Next Board Meeting – Thursday, January 27, 2022 (no action)
18. 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):

- Update from Legal Counsel on Legal Matters Affecting the DMD (551.071)

19. 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 23rd day of November, 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 Ruben Torres, President of the El Paso Downtown Management District.

BY:  Teresa Mais

EL PASO DOWNTOWN MANAGEMENT DISTRICT

Minutes of the Meeting of the Board of Directors – December 2, 2021

Location: Center for Civic Engagement, 17th Floor – Blue Flame Building, 304 Texas Avenue, El Paso, Texas

Attendees: Total Members: 20 Quorum: 11 needed

Total Members Present: 11 – **Not at the same time. A quorum was not established.**

Nadia Baem	Bill Burton	Johnny Escalante	Jamie Gallagher
Sam Legate	Edgar Lopez	Martin Morgades	Eric Pearson
Peter Spier	Brad Taylor	Ruben Torres	

Total Members *Not* Present: 9

Arlene Carroll	Pacelli Mesta	Edgar Orozco	Steve Ortega
Mark Osborn	Laura Pople	Alejo Restrepo	Y.I. Santoscoy
Laura Uribarri			

Ex-Officio Members: None

Staff: Joe Gudenrath; Rudy Vasquez; Richard Bustamante; Terry Mais; Arwen Lyle

Guests: Gwen Pulido, DMD Attorney; Christian Lopez, City of El Paso; Michael Hernandez, El Paso County

1. Call meeting to order

Ruben Torres called the meeting to order at 3:05pm on December 2, 2021 in the Center for Civic Engagement, 17th Floor – Blue Flame Building, 304 Texas Avenue, El Paso, Texas. Notice of the DMD Board of Directors Meeting Agenda was posted at the El Paso County Courthouse, El Paso City Hall, and at the administrative office building of the El Paso Downtown Management District, and on the downtownelpaso.com webpage by Teresa Mais on November 23, 2021 in accordance with the Texas Open Meeting Act on the dates indicated.

A quorum was not reached at any point in the meeting. The board members present received updates on the agenda items but did not take any action.

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4. 2022 DMD Board/Committee Meeting Schedule

No action was taken due to the lack of a quorum.

REGULAR AGENDA

5. Committee Report: Finance Committee

- a. Monthly Financial Summary
Mais gave a brief overview of the DMD's current financial position.

6. Committee Report: Grant Programs Update

- a. Grant Programs Status/Fund Balance Report
Gudenrath gave a brief overview of current projects and budget status.

7. Committee Report: Infrastructure & Advocacy Committee

- a. DMD Sanitation Program & Community Service Program Update
Morgades provided information on efforts to seek the restoration of the Community Service Program. To date, efforts have not been successful. Board members discussed ways to encourage the program's reinstatement. Legate offered to follow up.
- b. Brownfields Site Reuse & Revitalization Program
Morgades stated that all funds associated with the current grant have been allocated and the grant is expected to be completed by the second quarter of 2022.
- c. Brownfields Assessment Grant Application
The DMD submitted a grant application for a \$500,000 assessment grant at the deadline on December 1, 2021. Awards will be announced in May/June of 2022.
- d. Downtown Landscaping and Tree Maintenance
The City has not presented the Interlocal Amendment to the City Council and it is unclear when that may occur.

8. Committee Report: Marketing Committee

- a. Website Redesign Progress Report
Escalante updated the board that the website redesign will go live in the near future.
- b. Current & Upcoming DTEP Promotions
Escalante highlighted the current and upcoming promotions including the Holiday Loteria.
- c. Social Media & INSIDER Distribution List
Escalante reviewed the continued growth in DMD Social Media profiles.
- d. DMD in the News
Gudenrath informed the Board of DMD media mentions in October and November 2021.

9. President's Report

- a. DMD Executive Committee Roster
Torres identified the nine board members who will make up the Executive Committee for the next year. They include: Ruben Torres, Laura Pople, Arlene Carroll, Jamie Gallagher, Martin Morgades, Johnny Escalante, Mark Osborne, Steve Ortega and Peter Spier.
- b. DMD Board Member Appointment
Torres stated that the Nominating Committee is recommending Cynthia Pina Ortwein for the current vacancy on the Board.

10. Discussion and Action on Appointment by Board of Directors to fill the unexpired term of Place 8 on the Downtown Management District Board with Cynthia Pina Ortwein.

No action was taken due to a lack of quorum.

11. Executive Director's Report

- a. IDA Annual Conference Report
Gudenrath and Bustamante provide reports on their experiences at the recent IDA Conference.
- b. Downtown Management District Holiday Social
Gudenrath reminded the Board of the holiday social immediately following the meeting.

12. Construction & Event Update

- a. Current/Upcoming Projects and Events
Bustamante gave a brief update about current construction projects still underway in the downtown and upcoming events. Morgades and Gallagher asked for the opportunity to provide feedback to the City regarding the Celebration of Lights Parade and Winterfest.

13. Economic Development Update by City of El Paso

Christian Lopez gave an update on ARPA Funding, the DeSoto Hotel Project, and Buy El Paso Day.

14. Economic Development Update by El Paso County

Michael Hernandez gave an update on the finalization of the Segundo Barrio Historic District, the Bi-National Tourism Conference, and a possible partnership regarding pop up business opportunities.

15. Call to the Public* (no action)

None

16. Open Discussion of topics relevant to Downtown El Paso (no action)

None

17. Discussion of the Next Board Meeting – January 27, 2022 at 11:30 a.m. (no action)

18. Executive Session

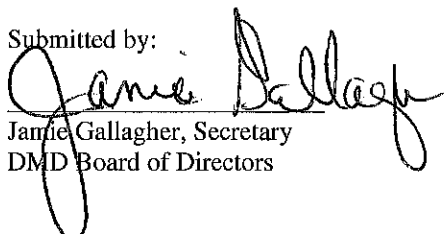
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- Advice of legal counsel on matters meriting advice of counsel (Section 551.071 of the Texas Open Meetings Act).

19. Adjourn

By consensus of the Board the meeting adjourned at 3:52 pm.

Submitted by:


Jamie Gallagher, Secretary
DMD Board of Directors

Date:

Dec. 3, 2021