



**Board of Directors Meeting
Jamie Gallagher, President**

CLERK DEPT.
2017 FEB 20 AM 11:10

The El Paso Downtown Management District Board of Directors meeting will be held Thursday, February 23, 2017 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
2. Downtown Economic Outlook to 2018 – Dr. Tom Fullerton, UTEP

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. January 26, 2017 Board of Directors Meeting
4. Authorize the Executive Director to renew the Community Service Operations Agreement with the El Paso County Community Supervision and Corrections Department (EPCCSCD).
5. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District
 - a. Franklin Avenue Apartments - \$500 contribution for inclusion in the 2017 Downtown Living Tour
 - b. The Abdou Building - \$500 contribution for inclusion in the 2017 Downtown Living Tour
 - c. The Savoy - \$500 contribution for inclusion in the 2017 Downtown Living Tour
 - d. City of El Paso Economic & International Development Department - \$750 sponsorship of the 2017 Downtown Living Tour

REGULAR AGENDA

6. **Discussion and action regarding possible DMD position regarding Blue Flame Project**
7. Committee Report: Finance Committee- Chair Laura Pople
 - a. Monthly Financial Summary
8. Report on DMD Investments:
 - a. Bank of Texas CD – balance, rate and status
 - b. WestStar Money Market Accounts – balance, rate and status
9. Committee Report: Grant Programs Update– Chair Peter Spier
 - a. Grant Programs Project Status/Fund Balance Report
10. Committee Report: Infrastructure Committee – Chair Mike McQueen
 - a. Downtown Welcome Ambassador Program Schedule
 - b. Downtown Pedestrian Wayfinding System

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11. Committee Report: Marketing Committee – Chair Jon Law
 - a. Current & Upcoming DTEP Promotions
 - b. Social Media & INSIDER Distribution List
12. President’s Report
 - a. DMD Board Vacancy
 - b. Update and discussion on Arena advocacy
13. Executive Director’s Report
 - a. TIRZ No. 5 Update
 - b. Downtown Living Tour
 - c. Possible Downtown Parking Study
 - d. Downtown Juarez
 - e. 2016 Annual Report
14. Construction & Event Update- Frank Hernandez
 - a. Current/Upcoming Projects and Events
15. Economic Development Update by Rafael Arellano
16. Open Discussion of topics relevant to Downtown El Paso (no action)
17. Discussion of the Next Board Meeting – March 23, 2017 (no action)
18. Open Comment Period* (no action)
19. 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):

No specific executive session items posted

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 20th day of February 2017, at El Paso City Hall, 300 N. Campbell, El Paso, Texas; the El Paso County Courthouse, 500 E. San Antonio, El Paso, Texas; and at the administrative office of the El Paso Downtown Management District, 201 E. Main Dr., Suite 107, El Paso, Texas; and on the downtownelpaso.com webpage pursuant to instructions of Jamie Gallagher, 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 – February 23, 2017

Location: United Bank, 401 E. Main Drive, 1st Floor Conference Room, El Paso, Texas

Attendees: Total Members: 19 Quorum: 10 needed
Total Members Present: 15

Arlene Carroll	Martin Morgades	Wayne Soza
Jamie Gallagher	Laura Pople	Peter Spier
Jon Law	Alejo Restrepo	Brad Taylor
Sam Legate	Monty Rogers	Ruben Torres
Mike McQueen	Y.I. Santoscoy	Edie Zuvanich

Total Members Not Present: 4

Bill Burton	Madhi Nair
Lane Gaddy	Eric Pearson

Staff: Joe Gudenrath, Frank Hernandez, Teresa Mais, Rudy Vasquez, Analissa Carreon

Guests: Dr. Tom Fullerton – Professor of Economics & Finance, UTEP; Gerry Cichon – CEO, HACEP; Javier Camacho – Public Information Officer, HACEP; Tom DeLoye – Chief RAD Officer, HACEP; Art Provenghi – Attorney, HACEP; Brent Harris – President, Mills Plaza Properties; William Kell – Vice President, Mills Plaza Properties; Tom Pena – Commander, City of El Paso Police Dept.; Jessica Herrera - City of El Paso, Economic Development Dept.; Rafa Arellano - City of El Paso, Economic Development Dept.; Bob Blumenfeld – Attorney, DMD; Valeria Contreras, Cecilia Garcia – office of El Paso County Commissioner District 2; Michael Mercer - Guest

1. Call meeting to order

Jamie Gallagher called the meeting to order at 11:35 a.m. on February 23, 2017 at United Bank, 401 E. Main Drive, 1st Floor Conference Room, 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 of the El Paso Downtown Management District, and on the downtownelpaso.com webpage by Teresa Mais on February 20, 2017 in accordance with the Texas Open Meeting Act on the dates indicated.

2. Downtown Economic Outlook to 2018

Gallagher introduced Dr. Tom Fullerton (one of the authors of the report) who provided an outlined summary of the UTEP Border Region Modeling Project, Business Report SR 16-1, Borderplex Economic Outlook to 2018 of which was included in the informational packet provided to all board members.

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CONSENT AGENDA

Jamie Gallagher stated Items 3, 4, 5 on the Consent Agenda are considered to be routine. With no discussion, Gallagher requested a Motion and Second to approve the Consent Agenda.

3. **Approval of Minutes:**
 - a. January 26, 2017 Board of Directors Meeting
4. **Authorize the Executive Director to renew the Community Service Operations Agreement with the El Paso County Community Supervision and Corrections Department (EPCSCD).**
5. **Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District**
 - a. Franklin Avenue Apartments - \$500 contribution for inclusion in the 2017 Downtown Living Tour
 - b. The Abdou Building - \$500 contribution for inclusion in the 2017 Downtown Living Tour
 - c. The Savoy - \$500 contribution for inclusion in the 2017 Downtown Living Tour
 - d. City of El Paso Economic & International Development Department - \$750 sponsorship of the 2017 Downtown Living Tour

Discussion: None.
Moved: Wayne Soza
Seconded: Y.I. Santoscoy
Roll-Call Vote: For: 15; Against: 0; Abstaining: 0; Absent: 0
Motion approved.

REGULAR AGENDA

6. **Discussion and action regarding possible DMD position regarding Blue Flame Building Project**
 Gallagher prefaced the topic and discussion with an invitation to Bob Blumenfeld to review any conflict of interest disclosure requirements pertaining to this project. Blumenfeld informed that unless direct, contractual or ownership interest in the specific property being discussed exists there is no conflict of interest. Blumenfeld added that he had no knowledge of the existence of any such conflicts. Blumenfeld commented further the DMD is designed to take positions on whether or not it likes or dislikes downtown projects. Blumenfeld also disclosed that he represents the Housing Authority of the City of El Paso (HACEP), but is not providing its representation at this particular meeting and that HACEP has its own attorney present.

Gallagher introduced Gerry Cichon stating he would be providing a brief presentation and that afterward Joe Gudenrath would give his opinion regarding the project. The topic will then be open for questions and general discussion and the board members may entertain any motions they would like to make.

Cichon gave an overview of the HACEP and its operations, history and management of residential complexes within the city.

William Kell provided an overview of the history of the Blue Flame Building and the proposed plan for the building's complete rehabilitation.

Various topics were discussed with a variety of comments and questions raised by the following individuals: Arlene Carroll, Jamie Gallagher, Brent Harris, Jon Law, Sam Legate, Martin Morgades, Tom Pena, Laura Pople, Y.I. Santoscoy, Peter Spier and Ruben Torres.

In summary, Gudenrath provided his opinion encouraging the DMD to support the project. Pena offered his opinion stating he has seen a decline through his 23 years of experience on the police force regarding crime reporting related to HACEP properties. Gallagher stated she believes the DMD should participate in support of the project and that in doing so the DMD continues to remain relevant. Mike McQueen stated downtown would be better off without another empty building and expressed his support in moving ahead with the project. Peter Spier stated he is in agreement with the project moving forward. Martin Morgades agreed the DMD should take a position, but would rather the DMD was given a chance to continue the dialogue.

With no other discussion, Gallagher requested a Motion and Second to approve Item 6

Discussion: None.
Moved: Peter Spier

Seconded: Mike McQueen
Roll-Call Vote: For: 13; Against: 0; Abstaining: 2 (Morgades, Rogers); Absent: 0
Motion approved.

In the absence of time remaining to continue the meeting, Gallagher and Gudenrath stated since there were no more voting items on the agenda many of the remaining items will be deferred to the next meeting in March.

7. Committee Report: Finance Committee

- a. **Monthly Financial Summary**
Item deferred to next board meeting.

8. Report on DMD Investments

Item deferred to next board meeting.

9. Committee Report: Grant Programs Update

- a. **Grant Programs' Project Status / Fund Balance**
Item deferred to next board meeting.

10. Committee Report: Infrastructure Committee

- a. **Downtown Welcome Ambassador Program Schedule**
b. **Downtown Pedestrian Wayfinding System**

Items deferred to next board meeting.

11. Committee Report: Marketing Committee

- a. **Current and Upcoming DTEP Promotions**
b. **Social Media & INSIDER Distribution List**

Items deferred to next board meeting.

12. President's Report

- a. **DMD Board Vacancy**
Gudenrath reported the resignations of George Salom, Jr. and Jorge Hernandez leaving 2 member vacancies and requested additional new nominations.
b. **Update and discussion on Arena Advocacy**
Item deferred to next board meeting.

13. Executive Director's Report

- a. **TIRZ No. 5 Update**
Item deferred to next board meeting.
b. **Downtown Living Tour**
Gudenrath reminded the members of this upcoming event and that tickets are on sale via the DMD website.
c. **Possible Downtown Parking Study**
Gudenrath reported the City is working on how to address the parking shortage.
d. **Downtown Juarez**
Gudenrath stated the DMD has begun working with the Juarez mayoral administration who is attempting to focus on the redevelopment of their downtown. Gudenrath reported he recently attended an event in Juarez.
e. **2016 Annual Report**
Gudenrath stated the report was included in the meeting informational packet.

14. Construction & Event Update

- a. **Current/Upcoming Projects and Events**
Frank Hernandez reported information and gave overview and updates of upcoming construction, projects and events.

15. Economic Development Update

Rafa Arellano provided a brief overview update of proposals and developments to be presented to City Council and the Mayor on March 7th.

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

17. Discussion of the Next Board Meeting – March 23, 2017

18. Open Comment Period*

19. Executive Session

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None.

20. Adjourned

By consensus of the Board the meeting adjourned at 1:10 p.m.

Submitted by:


Mike McQueen, Secretary
DMD Board of Directors

Date: 3/20/17