



The El Paso Downtown Management District Board of Directors meeting will be held Thursday, February 25, 2021 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/89538789189>
- Meeting ID: 895 3878 9189

**Telephone Conference**

- Telephone & Audio Participation: 1-346-248-7799
- Meeting ID: 895 3878 9189

FILED FOR RECORD  
IN MY OFFICE

2021 FEB 22 AM 10:40

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, February 25, 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. January 28, 2021 Board of Directors Meeting
3. DMD January Investment Reports
  - a. TexPool Accounts – balance, rate and status

**REGULAR AGENDA**

4. Committee Report: Finance Committee – Chair Wayne Soza
  - a. Monthly Financial Summary
5. Committee Report: Grant Programs Update – Chair Jamie Gallagher
  - a. Grant Programs Status/Fund Balance Report
6. Committee Report: Infrastructure & Advocacy Committee – Chair Martin Morgades
  - a. Brownfields Site Reuse & Revitalization Program
7. Discussion and Action to Authorize the Executive Director to execute the Brownfields Site Reuse & Revitalization Program Workplan including but not limited to: Program Outreach; Area Wide Planning; Site

Identification & Nomination; Consultant Management; Pass-Through Funding; and Grant Administration, and to establish regular programmatic and financial updates to the DMD Finance Committee, Infrastructure & Advocacy Committee, and the DMD Board of Directors.

8. Committee Report: Marketing Committee – Johnny Escalante
  - a. Current & Upcoming DTEP Promotions
    - i. “I LOVE DTEP” Contest
  - b. Social Media & INSIDER Distribution List
  - c. DMD in the News
9. President’s Report
  - a. Board Member Spotlight
10. Executive Director’s Report
  - a. 2020 Annual Report
  - b. Downtown 10 Public Meeting #2
11. Construction & Event Update – Richard Bustamante
  - a. Current/Upcoming Projects and Events
12. Economic Development Update by City of El Paso (Mirella Craigo)
13. Call to the Public\* (no action)
14. Open Discussion of topics relevant to Downtown El Paso (no action)
15. Discussion of the Next Board Meeting – March 25, 2021 at 11:30 a.m. (no action)
16. 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

## 17. 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 22<sup>nd</sup> day of February, 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 Mike McQueen, 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 25, 2021**

The Texas Governor temporarily suspended specified provisions of the Texas Open Meetings Act to allow telephonic or videoconference meetings and to avoid congregate settings in physical locations. A recording of this meeting is available upon request.

**Attendees:** **Total Members:** **21** **Quorum: 11 needed**  
**Total Members Present:** **11**

Marianne Ayub	Bill Burton	Arlene Carroll	Jamie Gallagher
Mike McQueen	Steve Ortega	Eric Pearson	Wayne Soza
Peter Spier	Ruben Torres	Laura Uribarri	

**Total Members Not Present:** **10**

Johnny Escalante	Jon Law	Sam Legate	Ben Marcus
Pacelli Mesta	Martin Morgades	Laura Pople	Alejo Restrepo
Y.I. Santoscoy	Brad Taylor		

**Ex-Officio Members:** Commissioner David Stout; City Manager Tommy Gonzalez

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

**Guests:** Gwen Pulido – Attorney; Sito Negron – El Paso County; Chris Gdak – Stantec Inc.

**1. Call meeting to order**

Mike McQueen called the meeting to order at 11:36 am on February 25, 2021 via video conference. 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 February 22, 2021 in accordance with the Texas Open Meeting Act on the dates indicated.

A quorum was not initially established and the Board proceeded to reporting items. A quorum was established at 11:40 am at which time the Board took up the Consent Agenda for consideration.

**NOTICE TO THE PUBLIC**

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**CONSENT AGENDA**

McQueen stated the items on the Consent Agenda are considered to be routine. McQueen requested a Motion and Second to approve the Consent Agenda.

**2. Approval of Minutes:**

- a. January 28, 2021 Board of Directors Meeting

**3. DMD January Investment Reports**

- a. TexPool Accounts – balance, rate and status

**Discussion:** None  
**Moved:** Bill Burton

**Seconded:** Eric Pearson  
**Roll-Call Vote:** For: 11; Against: 0; Abstaining: 0; Absent: 0  
**Motion Approved.**

## REGULAR AGENDA

**4. Committee Report: Finance Committee**

a. Monthly Financial Summary

Wayne Soza gave a brief overview of the DMD's current financial position. McQueen asked about the status of the CARES Act funds, and Gudenrath reported that all programming ended at the end of the calendar year and the DMD has received all reimbursements.

**5. Committee Report: Grant Programs Update**

a. Grant Programs Status/Fund Balance Report

Gallagher provided an update on the status of current projects and the program's fund balance. She added that a request has been made to TIRZ No. 5 for an additional contribution.

**6. Committee Report: Infrastructure & Advocacy Committee**

a. Brownfields Site Reuse & Revitalization Program

Joe Gudenrath and Chris Gdak provided a presentation on DMD's Brownfields Site Reuse & Revitalization Program including the coalition membership, eligible activities, area-wide planning, outreach, current projects and Board engagement. Burton asked if Downtown properties will be targeted. Gudenrath stated that a strong coalition with both the City and County significantly contributed to the success of the DMD's grant application, and as partners, properties within their jurisdictions are eligible. Gudenrath stated that he is focused on Downtown property owner participation, and the successful implementation of the overall grant.

**7. Discussion and Action to Authorize the Executive Director to execute the Brownfields Site Reuse & Revitalization Program Workplan including but not limited to: Program Outreach; Area Wide Planning; Site Identification & Nomination; Consultant Management; Pass-Through Funding; and Grant Administration, and to establish regular programmatic and financial updates to the DMD Finance Committee, Infrastructure & Advocacy Committee, and the DMD Board of Directors.**

**Discussion:** None  
**Moved:** Bill Burton  
**Seconded:** Eric Pearson  
**Roll-Call Vote:** For: 11; Against: 0; Abstaining: 0; Absent: 0  
**Motion Approved.**

**8. Committee Report: Marketing Committee**

a. Current & Upcoming DTEP Promotions

i. "I Love DTEP" Contest

Vasquez reported on the results of the Valentine's Day themed promotion.

b. Social Media & INSIDER Distribution List

Vasquez reviewed the continued growth in DMD Social Media profiles.

c. DMD in the News

Gudenrath informed the Board of DMD media mentions in January 2021.

**15. President's Report**

a. Board Member Spotlight

Mike McQueen provided updates on what is happening within his professional and personal circles.

**16. Executive Director's Report**

a. 2020 Annual Report

Gudenrath provided a summary of the DMD's 2020 Annual Report content. Ayub asked about the locations for the Reserved Parking for Delivery/Carry Out. Gudenrath stated that we work with each interested business to identify locations.

b. Downtown 10 Public Meeting

Gudenrath advised the Board that information about TxDot's public meeting was included in their packets and encouraged them to take part.

**17. 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. Pearson advised that the Plaza Classic Film Festival will occur in July and that there is a time lapse camera focused on the Children’s Museum project. Tommy Gonzalez pointed out that the City Council has taken the first steps to approve \$20 million in Certificates of Obligation for the Children’s Museum and suggested the DMD express its position when the item is considered.

**18. Economic Development Update by City of El Paso**

Gudenrath advised the Board that the TIRZ No. 5 Board approved a contribution to the creation of the Downtown/Uptown Master Plan and the effort should kick off in March. Gudenrath also noted that he has encouraged the City to engage other institutions, organizations and individuals at the onset of the process.

**19. Call to the Public\* (no action)**

None

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

Commissioner Stout advised the Board that the County was continuing to move forward with the National Historic District designation, additional outreach to property owners was being conducted and they are hosting a public meeting on Saturday. Spier followed up with a couple questions about the arena footprint. Pulido advised the Board that discussion cannot occur during this portion of the agenda.

**21. Discussion of the Next Board Meeting – March 25, 2021 at 11:30 a.m. (no action)**

**22. Executive Session**

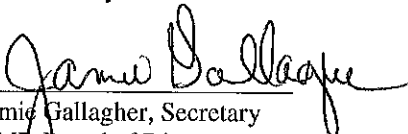
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- None

**23. Adjourn**

By consensus of the Board the meeting adjourned at 12:26 pm.

Submitted by:

  
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Jamie Gallagher, Secretary  
DMD Board of Directors

Date: Feb. 26, 2021