



The El Paso Downtown Management District Board of Directors meeting will be held Thursday, June 24, 2021 at 11:30 a.m. at the El Paso Community Foundation Room, 333 N. Oregon, El Paso, Texas

Public Comment

The public is strongly encouraged to sign up to speak on items on this agenda before 11am, on Thursday, June 24, 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. May 27, 2021 Board of Directors Meeting
3. DMD May Investment Reports
 - a. TexPool Accounts – balance, rate and status
 - b. Bank of Texas Certificates of Deposit – balance and rate
4. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District:
 - a. El Paso Community Foundation - \$2,500 sponsorship of various DMD events.
 - b. El Paso Electric - \$5,000 sponsorship of Downtown Employee Appreciation Day.

FILED FOR RECORD
IN MY OFFICE

2021 JUN 21 AM 10:47

DELIA BRIONES
COUNTY CLERK
EL PASO COUNTY, TEXAS

REGULAR AGENDA

5. Committee Report: Finance Committee – Chair Wayne Soza
 - a. Monthly Financial Summary
 - b. 2021-2022 Budget Process
 - i. Central Appraisal District Preliminary Valuations
 - ii. Committee Review
6. Committee Report: Grant Programs Update – Chair Jamie Gallagher
 - a. Grant Programs Status/Fund Balance Report
7. Discussion and Action to amend the eligible and ineligible expense guidelines of the Downtown Commercial Façade Improvement Program to support the removal of security doors/fencing, and eliminate funding for exterior security elements.
8. Committee Report: Infrastructure & Advocacy Committee – Chair Martin Morgades
 - a. Brownfields Site Reuse & Revitalization Program Update
 - b. Sanitation Staffing Update
 - c. Right-of-Way Clean-Up Efforts

9. Committee Report: Marketing Committee – Chair Johnny Escalante
 - a. Current & Upcoming DTEP Promotions
 - b. Social Media & INSIDER Distribution List
 - c. DMD in the News

10. President’s Report
 - a. Board Member Spotlight
 - b. Annual DMD Board Assessment Results
 - c. Board Member Nominations

11. Executive Director’s Report
 - a. BRR&E Coordinator Hiring Process
 - b. Annual Public Input Survey
 - c. IDA Conference – October 19-22, 2021

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 – August 26, 2021 at 11:30 a.m. (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):

- None

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 21st day of June, 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 – June 24, 2021

Location: El Paso Community Foundation Roo, 333 N. Oregon, El Paso, Texas

Attendees: Total Members: 21 Quorum: 11 needed

Total Members Present: 14

Bill Burton	Arlene Carroll	Jamie Gallagher	Mike McQueen
Pacelli Mesta	Martin Morgades	Eric Pearson	Laura Pople
Alejo Restrepo	Wayne Soza	Peter Spier	Brad Taylor
Ruben Torres	Laura Uribarri		

Total Members Not Present: 7

Marianne Rosas-Ayub	Johnny Escalante	Jon Law	Sam Legate
Ben Marcus	Steve Ortega	Y.I. Santoscoy	

Ex-Officio Members: Commissioner David Stout

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

Guests: None

1. Call meeting to order

Mike McQueen called the meeting to order at 11:36am on June 24, 2021 at the El Paso Community Foundation Room, 333 N. Oregon, 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 June 21, 2021 in accordance with the Texas Open Meeting Act on the dates indicated.

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

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. May 27, 2021 Board of Directors Meeting

3. DMD April Investment Reports

- a. TexPool Accounts – balance, rate and status
- b. Bank of Texas Certificates of Deposit – balance, rate and status

4. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District:

- a. El Paso Community Foundation - \$2,500 sponsorship of various DMD events.
- b. El Paso Electric - \$5,000 sponsorship of Downtown Employee Appreciation Day.

Discussion: None
Moved: Bill Burton

Seconded: Wayne Soza
Roll-Call Vote: For: 13; Against: 0; Abstaining: 1 (Restrepo); Absent: 0
Motion Approved.

REGULAR AGENDA

5. Committee Report: Finance Committee

- a. Monthly Financial Summary
Wayne Soza gave a brief overview of the DMD's current financial position.
- b. 2021-2-22 Budget Process
 - i. Central Appraisal District Preliminary Valuations
Gudenrath updated on the Board on preliminary valuations that DMD has received.
 - ii. Committee Review
Gudenrath stated that the Committees have begun discussions about budget priorities.

6. Committee Report: Grant Programs Update

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

7. Discussion and Action to amend the eligible and ineligible expense guidelines of the Downtown Commercial Façade Improvement Program to support the removal of security doors/fencing, and eliminate funding for exterior security elements.

Discussion: Gallagher stated that this amendment was developed to address concerns previously discussed.
Moved: Jamie Gallagher
Seconded: Pacelli Mesta
Roll-Call Vote: For: 14; Against: 0; Abstaining: 0; Absent: 0
Motion Approved.

8. Committee Report: Infrastructure & Advocacy Committee

- a. Brownfields Site Reuse & Revitalization Program
Morgades provided an update on the DMD's Brownfields Site Reuse & Revitalization Program.
- b. Sanitation Staffing Update
No changes reported.
- c. Right-of-Way Clean-Up Efforts
Crews are identifying elements that can be improved and/or removed.

9. Committee Report: Marketing Committee

- a. Current & Upcoming DTEP Promotions
Vasquez highlighted the current and upcoming promotions including the DTEP Tasting Tour, the Barstool Open, Employee Appreciation Day and the Fiesta de las Luces. Pearson asked about securing buy in from El Paso Street retailers for the Fiesta de las Luces. Gudenrath stated that there has been outreach to businesses as part of the Special Event Permit Process and there has been limited opposition. He is hopeful they participate in the event by keeping their doors open. Morgades emphasized how important events are for attracting people downtown.
- 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 mention in May 2021.

10. President's Report

- a. Board Member Spotlight
McQueen asked all board member present to give a brief update on the status of their operations.
- b. Annual DMD Board Assessment
McQueen thanked all of the Board Members who participated in the assessment. Gudenrath presented an overview of Annual Board Assessment results and outlined future discussion points and actions that could be taken.
- c. Board Member Nominations
McQueen stated that due to a number of board members not seeking reappointment, there will be vacancies that need to be filled. He invited all board members to submit nomination for potential board members. The nominating committee will bring a slate of nominees to the board for consideration in August.

11. Executive Director's Report

- a. BRR&E Coordinator Hiring Process
Gudenrath reported that the position remains open and he is accepting resumes.
- b. Annual Public Input Survey
Gudenrath advised the Board that the DMD's Annual Public Input Survey would be available during the month of July and asked the Board to help distribute the link.
- c. IDA Conference – October 19-22, 2021
Gudenrath advised the Board that the International Downtown Association would be hosting its annual conference in person in October. Gudenrath has been selected to present during the conference on the topic of Interlocal Agreements. He advised that any Board Member interested in attending should contact him to make arrangements.

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. Mesta advised the Board that the Mexican American Cultural Center project is out for bid and that there will be a City Council meeting in July regarding project funding.

13. Economic Development Update by City of El Paso

No report.

14. Economic Development Update by El Paso County

Michael Hernandez updated the Board on a number of efforts currently underway with El Paso County including a Broadband Study, an analysis of the County Coliseum property and its uses, and an examination of Infill/Blighted property incentives. Commissioner Stout updated the Board on distribution plans for the County's American Recovery and Reinvestment Act funds.

15. Call to the Public* (no action)

None

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

- Taylor mentioned that the ballpark will host a memorial event for Myrna Deckert and that the public is invited to attend.

17. Discussion of the Next Board Meeting – August 26, 2021 at 11:30 a.m. (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):

- None

19. Adjourn

By consensus of the Board the meeting adjourned at 12:35 pm.

Submitted by:



Jamie Gallagher, Secretary
DMD Board of Directors

Date: August 20, 2021