



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

FILED FOR RECORD
IN MY OFFICE

The El Paso Downtown Management District Board of Directors meeting will be held Thursday, May 25, 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

Delia Bunnies
COUNTY CLERK
EL PASO COUNTY, 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. April 27, 2017 Board of Directors Meeting

REGULAR AGENDA

- 3. Committee Report: Finance Committee- Chair Laura Pople
 - a. Monthly Financial Summary
 - b. 2017 Preliminary Appraisal Roll
 - c. 2017-2018 Budget Process
- 4. Report on DMD Investments:
 - a. Bank of Texas CD – balance, rate and status
 - b. WestStar Money Market Accounts – balance, rate and status
- 5. Committee Report: Grant Programs Update– Chair Peter Spier
 - a. Grant Programs Project Status/Fund Balance Report
- 6. Committee Report: Infrastructure Committee – Chair Mike McQueen
 - a. Event Parking Meter Rate Program
 - b. Homeless Outreach Consortium Funding Request
- 7. Discussion and action to approve \$5,000 in funding by the El Paso Downtown Management District for a street outreach program to address downtown homelessness to be administered by the El Paso Homeless Outreach Consortium (consisting of the nonprofit organizations Opportunity Center, Centro San Vicente, Aliviane, and Center for Children) by:
 - a. Amending the FY 2016-2017 Budget to increase expenditures by \$5,000 to allow for the funding of the Program; and
 - b. Authorizing the Executive Director to enter into an agreement to fund the Program.

2017 MAY 22 AM 9:19
CITY CLERK DEPT.

8. Committee Report: Marketing Committee – Chair Jon Law

- a. DMD Promotional Activities
- b. Social Media & INSIDER Newsletter

CITY CLERK DEPT.
2017 MAY 22 AM 9:19

9. President's Report

- a. Board Membership Reinstatement of Lane Gaddy
- b. Update and discussion on Arena advocacy
- c. IDA Conference & Tradeshow – Sept. 13-15

10. Executive Director's Report

- a. TIRZ No. 5 Update
- b. DMD/City Interlocal Amendment Update

11. Construction & Event Update- Frank Hernandez

- a. Current/Upcoming Projects and Events

12. Economic Development Update by City of El Paso (Rafael Arellano)

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

14. Discussion of the Next Board Meeting – June 22, 2017 (no action)

15. Open Comment Period* (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):

No specific executive session items posted

17. 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 22nd day of May 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 – May 25, 2017

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

Attendees: **Total Members:** 21 **Quorum: 11 needed**
Total Members Present: 14

Arlene Carroll	Martin Morgades	Brad Taylor	Ruben Torres
Benjamin Gonzalez	Steve Ortega	Monty Rogers	Edie Zuvanich
Bill Burton	Lane Gaddy	Y.I. Santoscoy	
Mike McQueen	Laura Pople	Peter Spier	

Total Members Not Present: 7

Jamie Gallagher	Eric Pearson	Madhi Nair	Alejo Restrepo
Jon Law	Sam Legate	Wayne Soza	

Staff: Joe Gudenrath, Frank Hernandez, Teresa Mais, Rudy Vasquez, Analissa Carreon
Guests: Rafael Arellano - City of El Paso, Economic Development Dept.; Paola Gallegos-City of El Paso, Economic Development Dept.; Valeria Contreras-Office of Commissioner David C. Stout

1. Call meeting to order

Mike McQueen called the meeting to order at 11:35 a.m. on May 25, 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 May 22, 2017 in accordance with the Texas Open Meeting Act on the dates indicated.

NOTICE TO THE PUBLIC

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CONSENT AGENDA

McQueen advised the board Jamie Gallagher will be taking time off and Jon Law will act as interim board president for the time being. Law was not present for the current meeting therefore, McQueen conducted the meeting. McQueen stated Item 2 on the Consent Agenda is considered to be routine. With no discussion, McQueen requested a Motion and Second to approve the Consent Agenda.

2. Approval of Minutes:

a. April 27, 2017 Board of Directors Meeting

Discussion: None
Moved: Y.I. Santoscoy
Seconded: Peter Spier
Roll-Call Vote: For: 10; Against: 0; Abstaining: 1 (Lane Gaddy); Absent: 3 (Bill Burton, Arlene Carroll, Monty Rogers)

Motion Approved.

REGULAR AGENDA

3. Committee Report: Finance Committee

- a. Monthly Financial Summary
Laura Pople provided an overview of the DMD's current financial position.
- b. 2017 Preliminary Appraisal Roll
Gudenrath and Pople provided an overview of the DMD's 2017 Preliminary Appraisal Roll.
- c. 2017-2018 Budget Process
Pople provided an overview of the 2017-2018 budget process throughout the months of May-August.

4. Report on DMD Investments

- a. Bank of Texas CD—balance, rate and status
- b. WestStar Money Market Accounts—balance rate, and status

Pople provided an overview of the DMD's current investments. Gudenrath stated that the DMD's current Certificate of Deposit will be expiring and they hope for higher rates during the upcoming solicitation process.

5. Committee Report: Grant Programs Update

- a. Grant Programs Project Status/Fund Balance Report

Peter Spier provided an overview of the status of existing grant projects and reported the Grant Programs' fund balances.

6. Committee Report: Infrastructure Committee

- a. Event Parking Meter Rate Program

McQueen gave an overview of the event parking meter rate program proposed by the City of El Paso. He informed the board that following last month's board meeting, Gudenrath, Pople, Law, Martin Morgades and himself met with the City Manager and Cary Westin. He reports that both the City Manager and Westin seemed receptive to developing a more dynamic plan. The DMD anticipates a new draft to be presented in June.

- b. Homeless Outreach Consortium Funding Request

McQueen informed the board of the Infrastructure Committee discussion about the request made at the April 27 meeting by John Martin with the Homeless Outreach Consortium. The committee believes that the service the consortium would provide is important to the downtown area. Agenda Item #7 on the agenda is the committee's recommendation that the DMD allocate \$5,000 for a street outreach program to address downtown homelessness administered by the El Paso Homeless Outreach Consortium. The voting item amends the DMD's current budget by adding this expense, and it authorizes Gudenrath to enter into an agreement with the consortium.

McQueen added that the DMD's contribution will be contingent on the Consortium's successful fundraising efforts and the full implementation of the program.

7. Discussion and action to approve \$5,000 in funding by the El Paso Downtown Management District for a street outreach program to address downtown homelessness to be administered by the El Paso Homeless Outreach Consortium (consisting of the nonprofit organizations Opportunity Center, Centro San Vicente, Aliviane, and Center for Children) by:

- a. Amending the FY 2016-2017 Budget to increase expenditures by \$5,000 to allow for the funding of the Program; and
- b. Authorizing the Executive Director to enter into an agreement to fund the Program.

Discussion: No discussion

Moved: Laura Pople

Seconded: Edie Zuvanich

Roll-Call Vote: For: 12; Against: 0; Abstaining: 2 (Gaddy, Peter Spier); Absent: 0

Motion Approved.

8. Committee Report: Marketing Committee

- a. DMD Promotional Activities
Rudy Vasquez gave an overview of DMD’s promotional activities including upcoming “Snapchat Takeovers.”
- b. Social Media & INSIDER Newsletter
Vasquez gave an update of the number of likes, followers and subscribers the DMD has gained within their social media and newsletter.

9. President’s Report

- a. Board Membership Reinstatement of Lane Gaddy

McQueen informed the board that the current Administrative Rules call for the automatic resignation for board members missing three consecutive meetings. If this occurs, the board member has the option of requesting reinstatement. This rule was recently invoked due to absences by Lane Gaddy, who requested reinstatement. The Executive Committee is supportive of Gaddy’s reinstatement for the following reasons: 1) Gaddy communicated his scheduling conflicts with Gudenrath well in advance of every absence, and 2) Gaddy’s absences were caused by unavoidable professional commitments that required him to be out of town. McQueen welcomed Gaddy’s reengagement with the Board.

- b. Update and discussion on Arena advocacy

McQueen informed the board that the City has filed suit in Austin seeking a declaratory judgement that they are acting in a manner consistent with the direction provided by the voters in the 2012 bond election. A favorable judgement will deflect recent accusations and threatened lawsuits by opponents to the project.

In addition, a petition has been filed with the City clerk by opponents to the project requesting the Council establish a historic overlay encompassing the arena footprint and Union Plaza. Once the submitted petitions are verified, the Council will consider the issue. Meanwhile, tenants within the properties under contract with the City have begun to take advantage of the relocation assistance and begun to relocate.

- c. IDA Conference & Tradeshow—Sept. 13-15

McQueen reminded the board the DMD has budgeted funds to offset almost all of the costs for three board members to attend the upcoming IDA Conference in Winnipeg. Pre-registration and the hotel blocks are now open. Board members should contact Gudenrath if they are interested.

10. Executive Director’s Report

- a. TIRZ No. 5 Update

Gudenrath updated the board about the TIRZ meeting on May 15, 2017. The action item on their agenda was the motion to dedicate the future increment associated with the International Building on 119 N. Stanton to the City so the City could provide that as an incentive for the redevelopment of the building. If this redevelopment moves forward it would consist of 55 residential units, ground floor commercial space and second floor office space. The total redevelopment cost is \$3.2 million.

Ruben Torres informed the board of his intent to resign from the TIRZ board following the appointment of a successor. Gudenrath informed the board that they will need to appoint a replacement to fulfill the remainder of Torres' term. At the next board meeting, nominations will be accepted to fill Torres' spot and the board will vote on the replacement.

b. DMD/City Interlocal Amendment Update

Gudenrath informed the board of two revisions to the DMD/City Interlocal Agreement. The first one is to update the administration of the TIRZ grant programs recently created. The second revision would be to allow the DMD to place bike racks on the right of way. These two amendments would go before city council in June.

11. Construction & Event Update

a. Current/Upcoming Projects and Events

Frank Hernandez gave an overview and updates of upcoming construction, projects and events.

12. Economic Development Update

Rafael Arellano provided a brief overview of the Transit Oriented Development Incentive Policy to be presented to City Council and the Mayor at the next City Council Meeting.

Ortega suggested that the Board request that the Raymond Telles with the CRRMA attend a future board meeting to provide an update on the Streetcar Project.

13. Open Discussion of topics relevant to Downtown El Paso

Gudenrath stated that Last Thursdays Gallery Crawl and Art Market was taking place that evening and encouraged board members to attend.

14. Discussion of the Next Board Meeting – June 22, 2017 (no action)

15. Open Comment Period* (no action)

16. Executive Session

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None.

17. Adjourned

By consensus of the Board the meeting adjourned at 12:18 p.m.

Submitted by:


Mike McQueen, Secretary
DMD Board of Directors

Date:

6/9/17