

2025 OCT 21 AM 10:27

DELLA BRIONES
COUNTY CLERK
EL PASO COUNTY, TEXAS



**Board of Directors Meeting
Mark Osborne, Vice-President**

The El Paso Downtown Management District Board of Directors meeting will be held Thursday, October 24, 2024 at 11:30 a.m. in the Center for Civic Empowerment, Blue Flame Building – 17th Floor, 304 Texas Avenue, El Paso, Texas.

Virtual & Telephone Participation

- a. Webex Meeting Link –
<https://elpasotexas.webex.com/elpasotexas/j.php?MTID=m67c1c1f9729cc9a736659c4b83435c38>
Meeting Number (Access Code): 2481 571 2978
Meeting Password: 2mqKNJBJP47
Join by Phone – 1-844-992-4726

Public Comment

The public is strongly encouraged to sign up to speak on items on this agenda before 11am, on Thursday, October 24, 2024. 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.
2. Welcome and Introductions
3. Election of DMD Officers: President, Vice-President, Secretary and Treasurer.

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

4. Approval of Minutes:
 - a. September 26, 2024 Board of Directors Meeting
5. DMD September 2024 Investment Reports
 - a. TexPool Accounts – balance, rate and status
6. Approval of Public Funds Investment Act Quarterly Report for July – September 2024.
7. Approve contract with Strickler Prieto LLP for performance of the annual audit for the year ending September 30, 2024 and allocate \$8,000 for costs associated with the audit from Budget Line 3525 (Accounting) of the FY 2024-2025 Budget.

8. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District:
 - a. DoubleTree Hotel – in-kind support of Downtown Business Mixer (October)
 - b. Various Food Trucks and Vendors – Participation Fees for Downtown Fiesta Latina

REGULAR AGENDA

9. Discussion and Action to approve the 2024-2025 DMD Committee Charters
10. Discussion and Action to approve the DMD Board Administrative Rules, Policies and Procedures as amended.
11. Committee Report: Finance Committee – Chair Arlene Carroll
 - a. Monthly Financial Summary
12. Committee Report: Economic & Residential Development Committee – Chair Pacelli Mesta
 - a. Grant Programs Status/Fund Balance Report
 - b. Proposed Residential Conversion Utility Upgrade Program
13. Discussion and Action for Approval of a Reimbursement Grant Agreement submitted by Pride and Passion, LLD DBA Tibor’s Craft Cocktails for the property owned by The Place at Union Plaza Inc. and located at 115 Durango Street, Suite A
 - a. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Pedestrian Corridor Improvement Grant Program for property located at 115 Durango Street, Suite A (PCI 24-01) in the amount of \$2,872.50, with said project to be completed in accordance with the execution of the Agreement.
14. Committee Report: Infrastructure & Advocacy Committee – Chair Nadia Baem
 - a. Position Statement Updates & Discussion
 - i. Rezoning Request for International Building to allow for Self-Storage
 - b. Reestablishment of B2B Public Safety Communication Tool
 - c. Brownfields Inventory and Communications Strategy
15. Committee Report: Marketing Committee – Lupe Diaz & Marilú Alemán
 - a. Current & Upcoming DTEP Promotions
 - b. Social Media & INSIDER Distribution List
 - c. DMD in the News
16. Vice-President’s Report
 - a. Executive Director Performance Evaluation
 - b. 2025 Board & Committee Schedule
 - c. DMD Holiday Social
17. Executive Director’s Report
 - a. IDA Annual Conference Report
 - b. Interlocal Agreement Renewal Process
 - c. Strategic Plan Review & Dashboard

- 18. Construction & Event Update – Richard Bustamante
 - a. Current/Upcoming Projects and Events
- 19. Economic Development Update by City of El Paso
- 20. Economic Development Update by El Paso County
- 21. Call to the Public* (no action)
- 22. Open Discussion of topics relevant to Downtown El Paso (no action)
- 23. Discussion of the Next Board Meeting – Thursday, December 5, 2024 – 3:00pm (no action)
- 24. Executive Session

At any time during the Board Meeting, the Board may, upon motion and affirmative vote of 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

25. 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 October 2024, at the El Paso County Courthouse, 500 F. 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 Mark Osborn, President of the El Paso Downtown Management District

BY:  Teresa Mais