



**Board of Directors Meeting
Mark Osborn, President**

The El Paso Downtown Management District Board of Directors meeting will be held Thursday, December 5, 2024 at 3:00 p.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=m3b349ee7eb214fc3e997b3ff640aa8d1>
 Meeting Number (Access Code): 2483 433 9547
 Meeting Password: hMsZvvc1783
 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 2pm, on Thursday, December 5, 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.

CITY CLERK DEPT
2024 DEC 2 PM 12:17

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. October 24, 2024 Board of Directors Meeting
- 3. DMD October 2024 Investment Reports
 - a. TexPool Accounts – balance, rate and status
- 4. 2025 DMD Board and Committee Meeting Calendar
- 5. Approval of Joe Gudenrath’s appointment to the Board of Directors for the Downtown Deck Plaza Foundation.
- 6. Recognition of donations, contributions and sponsorships to the El Paso Downtown Management District:
 - a. Chelito’s – in-kind contributions of gift cards (\$50 value), advertising time and face painting services in support of Downtown Fiesta Latina
 - b. MountainStar Sports Group LLC - \$7,500 general contribution

FILED FOR RECORD
IN MY OFFICE

2024 DEC 02 PM 12:52

DELIA BRIONES
COUNTY CLERK
EL PASO COUNTY, TEXAS

REGULAR AGENDA

- 7. President’s Report

- a. DMD Executive Committee Membership
 - b. Meeting w/ City Manager Dionne Mack
 - c. Board Position Vacancy
 - d. Executive Director Performance Evaluation & Compensation Review
8. Discussion and Action to Complete the Executive Director's Annual Performance Evaluation, Compensation Review, and Determination of Compensation.
9. Committee Report: Finance Committee – Chair Joanne Richardson
 - a. Monthly Financial Summary
10. Committee Report: Economic & Residential Development Committee – Chair Pacelli Mesta
 - a. Grant Programs Status/Fund Balance Report
 - b. Proposed Residential Conversion Utility Upgrade Program
11. Discussion and Action to approve the establishment of the Residential Conversion Utility Upgrade Grant Program and direct the Executive Director to create the necessary guidelines and application to facilitate the administration of the program.
12. Discussion and Action for Approval of Reimbursement Grant Agreements submitted by Jair Moncada for the property owned by Enrique Guajardo and located at 400 W. Overland Avenue.
 - a. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Commercial Facade Improvement Grant Program for property located at 400 W. Overland Avenue (FAC 24-02) in the amount of \$3,300.00, with said project to be completed in accordance with the execution of the Agreement.
 - b. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Mural Grant Program for property located at 400 W. Overland Avenue (MUR 24-01) in the amount of \$1,318.32, with said project to be completed in accordance with the execution of the Agreement.
13. Discussion and Action for Approval of Reimbursement Grant Agreements submitted by Mills Plaza Properties V, LP for the property located at 108 E. Mills Avenue.
 - a. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Commercial Facade Improvement Grant Program for property located at 108 E. Mills Avenue (FAC 24-01) in the amount of \$30,000.00, with said project to be completed in accordance with the execution of the Agreement.
 - b. That the Executive Director be authorized to sign a Reimbursement Grant Agreement for the Downtown Signature Signage & Lighting Grant Program for property located at 108 E. Mills Avenue (SSL 24-01) in the amount of \$25,000.00, 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
15. Discussion and Action to support the downzoning of the property located at 119 N. Stanton Street from Commercial-5 to Commercial-4 to facilitate the building's use as a climate controlled self-storage facility.
16. Committee Report: Marketing Committee – Chair Jose Garcia
 - a. Current & Upcoming DTEP Promotions
 - b. Social Media & INSIDER Distribution List
 - c. DMD in the News
17. Executive Director's Report
 - a. Presentation and Discussion on items of interest for inclusion in the Interlocal Agreement between the City of El Paso and the Downtown Management District.
 - b. DMD Holiday Social

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, January 23, 2025 – 11:30pm (no action)

24. 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):

- Discussion Regarding Executive Director Performance Evaluation and Compensation Review (Section 551.074, Personnel Matter)

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 2nd day of December 2024, 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 Mark Osborn, President of the El Paso Downtown Management District.

BY:  Teresa Mais