



Board of Directors Meeting
March 10, 2022

**Houston Downtown Management District
Board of Directors Meeting
March 10, 2022**

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**MINUTES OF REGULAR MEETING OF
HOUSTON DOWNTOWN MANAGEMENT DISTRICT**

February 10, 2022

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

The Board of Directors of the Houston Downtown Management District (the “District”) met in regular session, open to the public, on February 10, 2022, at 12:01 p.m., in-person at the District’s office, located at 1221 McKinney Street, Suite 4250, Houston, TX 77010, inside the Large Conference Room, and the roll was called of the duly appointed members of the Board, to-wit:

BOARD MEMBERS

Leslie G. Ashby	Robbi Jones
Genora Boykins	Roland Kennedy
Wendy Cloonan	Nick Massad III
Clay Crawford	Sherea A. McKenzie
Marcus Davis	Kenny Meyer
Jacques D’Rovencourt	John Mooz
Matt Damborsky	Cat Nguyen
Terry Demchak	Randy Pryor
Irma Galvan	Edna Ramos
Marian Harper	Scott Repass
Donald J Henderson	Grace Rodriguez
Gilbert A. Herrera	Frank Staats
C.C. Huang	Richard Torres
Angus Hughes	Valerie M. Williams
Toni M. Jackson	Ted Zwieg

and all the above were present, with the exception of Directors Leslie Ashby, Genora Boykins, Matt Damborsky, Marcus Davis, Irma Galvan, Marian Harper, Roland Kennedy, Sherea McKenzie, Kenny Meyer, Cat Nguyen, Scott Repass, and Valerie Williams.

Also present were Angie Bertinot, Brett DeBord, Allen Douglas, James Kennedy, Kristopher Larson, Jana Gunter of the District; Algenita Davis, consultant to the District; Jamie Perkins and Robert Pieroni of Central Houston, Inc.; Barron Wallace of Bracewell LLP; Ana Rausch of the Coalition for the Homeless; Heather Barr and Amber Honsinger of the Harris Center, and Deputy Amato of the Houston Police Department (HPD).

WELCOME

Chair Ashby presided over the meeting and welcomed all directors, consultants and other meeting attendees.

Quorum was established and the meeting began at approximately 12:12 p.m.

PUBLIC COMMENTS

Chair Ashby asked if there were any comments from the Public. No comments were provided.

APPROVAL OF MINUTES

The Board considered approving the minutes of the December 9, 2021 Board meeting. Upon a motion duly made and seconded, the Board approved the December 9, 2021 minutes as presented.

ITEMS PERTAINING TO FINANCE AND ADMINISTRATIVE MATTERS

Approval of Financial Statements and Ratification of Expenditures

Robbi Jones, Chair of the Finance Committee, presented the interim financial statements and check registers for the period ending December 31, 2021 and January 31, 2022. Questions were asked and answered.

Upon a motion duly made and seconded, the Board members present voted unanimously to approve the interim financial statements and check registers for the period ending December 31, 2021 and January 31, 2022 as presented.

Fourth Quarter 2021 Investment Report

Director Jones continued and presented the Fourth Quarter 2021 Investment Report. No questions were asked and discussion did not take place. Upon a motion duly made and seconded, the Fourth Quarter 2021 Investment Report was approved as presented.

Fourth Quarter 2021 DBE Report

Jana Gunter, Director of Finance to the District, presented results from the Fourth Quarter 2021 DBE Report. No questions were asked, and discussion did not take place. No further action was required.

Authorize Expenditure for Audited Financial Statements for Year Ending December 31, 2021

Ms. Gunter continued and presented an authorization for the President/CEO to execute an agreement and the expenditure for the 2021 Audited Financial Statements, in an amount not to exceed \$25,200. No discussion ensued and no questions were asked.

Upon a motion duly made and seconded, the Board members present voted unanimously to approve the authorization and expenditure for the 2021 Audited Financial Statements as presented.

Election of Officer

Kristopher Larson, President/CEO to the District, presented the recommendation to elect Jamie Perkins as Assistant Secretary & Records Management Officer to the District. President Larson then acknowledged Anita Dick for her 30 years of service and leadership in this role.

Upon a motion made and duly seconded, the Board approved the recommendation to elect Ms. Perkins as the Assistant Secretary and Records Management Officer to the District.

CONSENT AGENDA

Chair Ashby presented the consent agenda. She asked the Board to authorize expenditures listed on the Consent Agenda as follows: (i) for painting the basin and rail supports in the Main Street Square fountain, in an amount not to exceed \$25,000; and (ii) for annual maintenance and repairs to the Main Street Square fountain, in an amount not to exceed \$60,000.

Upon a motion made and duly seconded, the consent agenda was passed as presented.

COMMITTEE SPOTLIGHT

Public Safety – CHI Led Initiatives to address Homelessness

President Larson opened discussion on Central Houston led initiatives to address homelessness in downtown. He briefly provided background on the topic and turned the discussion over to Brett DeBord, Director of Operations and Capital Projects, and James Kennedy, Public Safety Manager, both from the District.

Mr. DeBord and Mr. Kennedy shared a brief presentation. Next, Mr. DeBord introduced guest Ana Rausch of the Coalition for the Homeless Houston. Ms. Rausch shared details of the Coalition's efforts to rapidly re-house the homeless population through the Community Covid Housing Program (CCHP). Next, she spoke about different strategies and plans for CCHP Phase II.

Next, Amber Honsinger and Heather Barr, both from the Harris Center, presented information about the Chronic Consumer Assistance Program (CCAP). Ms. Honsinger shared an overview of the program, successes from those who participated in the program, and how services provided by the Harris Center intertwine with other entity services, such as SEARCH, the Coalition and HPD. Questions were asked and answered, and discussion ensued. No further action was needed.

North Houston Highway Improvement Project (NHHIP) – Summary of Engagement with former Transportation Secretary Rodney Slater

Allen Douglas provided an update on the North Houston Highway Improvement Project. He talked about Central Houston's engagement with former Transportation Secretary Rodney Slater. Next, he announced that Central Houston will participate in an interview with the Federal Highway Administration (FHWA), to provide testimony related to the Harris County court case, in favor of the highway project. This call is scheduled for March 2nd. Algenita Davis provided a historical background of Central Houston's deep involvement with the highway project. Mr. Douglas also mentioned an article he recently received about traffic congestion on the I-45 Pierce Elevated. No further action was taken.

PROGRAM AUTHORIZATIONS

Operations

Mr. DeBord presented an authorization item to for the President/CEO to enter into an interlocal agreement and related expenditure with Harris County for outreach team support services, in an amount not to exceed \$62,000.

Next, he continued by presenting an authorization for the President/CEO to enter into an agreement and related expenditures with S.E.A.L. Security Services for security cameras, in an amount not to exceed \$21,000.

No questions were asked, and discussion did not take place. Upon a motion duly made and seconded, both authorizations were approved as presented.

Marketing and Communications

Angie Bertinot presented an authorization for expenditures related to the website development, promotions and advertising for Trebly Park programming, in an amount not to exceed \$50,000.

She continued with a second request to authorize the execution of agreements and related expenditures for entertainment, production and support services, promotions, and signage for Trebly Park programming.

No discussion took place, no questions were asked. Upon a motion duly made and seconded, the Board approved both requests as presented.

PROGRAM UPDATES

Operations

Mr. DeBord provided an update on Operations matters for the prior month. There was no discussion or questions. No action was required.

Planning, Design and Capital Projects

Mr. DeBord continued, providing an update on planning, design and capital projects. No questions were asked. Discussion did not take place. No action was required.

Economic Development Program

Mr. Pieroni provided an update on economic development matters for the prior month. No further action was required.

Marketing and Communications Report

Ms. Bertinot provided an update on marketing and communications for the prior month. No questions or discussion took place. No action was required.

DIRECTORS' QUESTIONS ON OTHER INITIATIVES

There were no questions.

OTHER BUSINESS

Vice Chair Zwieg stated that the next meeting is scheduled for March 10, 2022. There being no further business to come before the Board, the meeting was adjourned at 1:34 p.m.

Wendy Cloonan, Secretary
Houston Downtown Management District



To Management
Houston Downtown Management District

Management is responsible for the accompanying financial statements of the Houston Downtown Management District (the District), which comprise the governmental fund balance sheets and statements of net position as of February 28, 2022 and 2021, and the related statements of activities for the months then ended, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all the disclosures required by accounting principles generally accepted in the United States of America and the required supplementary information that the Government Accounting Standards Board (GASB) requires to be presented to supplement the basic financial statements. If the omitted disclosures, and GASB required supplementary information were included in the financial statements, they might influence the user's conclusions about the District's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The Variance Analysis on page 4 is presented to supplement the basic financial statements. Such information is presented for purposes of additional analysis and, although not a required part of the basic financial statements. The Variance Analysis is the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The supplementary information was subject to our compilation engagement. We have not audited or reviewed the supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

Sincerely,

A handwritten signature in blue ink that reads 'nctp cpas, pllc'.

Houston, Texas
March 8, 2022

**Houston Downtown Management District
Governmental Fund Balance Sheets and
Statement of Net Position
February 28, 2022 and February 28, 2021**

	2022			2021		
	HDMD Operating Year to Date	HDMD Capital Year to Date	Total (Memo Only)	HDMD Operating Year to Date	HDMD Capital Year to Date	Total (Memo Only)
Assets						
Cash	\$ 20,582,869	\$ 4,442,336	\$ 25,025,206	\$ 20,913,636	\$ 5,219,321	\$ 26,132,957
Assessments Due	660,061	61,401	721,462	450,551	42,683	493,234
Accounts Receivable	378,753	-	378,753	213,272	4,800	218,072
Prepaid Expense	26,235	-	26,235	26,235	-	26,235
Inventory	-	-	-	-	-	-
Property & Equipment, Net	708,863	12,062	720,925	776,731	34,533	811,264
Intercompany Rec/Pay	(1,234,582)	1,234,582	-	(86,055)	86,055	-
Total Assets	\$ 21,122,199	\$ 5,750,381	\$ 26,872,580	\$ 22,294,369	\$ 5,387,393	\$ 27,681,762
Liabilities						
Accounts Payable & Accrued Expenses	\$ 967,633	\$ 43,000	\$ 1,010,633	\$ 1,195,733	\$ 35,000	\$ 1,230,733
Deferred Revenue & Reserve for Refunds	1,399,195	130,020	1,529,215	1,167,406	108,524	1,275,930
Total Liabilities & Deferred Revenue	2,366,827	173,020	2,539,848	2,363,139	143,524	2,506,664
Fund Balances						
Unreserved, Undesignated	17,955,372		17,955,372	19,131,230		19,131,230
Unreserved, Designated for Catastrophy	800,000		800,000	800,000		800,000
Reserved for Capital Projects		5,577,361	5,577,361		5,243,869	5,243,869
	18,755,372	5,577,361	24,332,732	19,931,230	5,243,869	25,175,099
Total Liabilities, Deferred Revenue & Fund Balances	\$ 21,122,199	\$ 5,750,381	\$ 26,872,580	\$ 22,294,369	\$ 5,387,393	\$ 27,681,762

Houston Downtown Management District
Statement of Activities
Two Months Ended February 28, 2022

	Operating YTD Actual	Capital YTD Actual	Total YTD Actual	YTD Budget	Fav (Unfav) Variance
Revenues					
Assessment Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Revenue	101,333	-	101,333	90,480	10,853
Project Revenue	4,672	-	4,672	7,083	(2,411)
Salary Reimbursements	(18,795)	-	(18,795)	8,333	(27,128)
Interest Income	1,108	744	1,852	2,667	(815)
Total Revenues	\$ 88,319	\$ 744	\$ 89,062	\$ 108,563	\$ (19,501)
Expenses					
Downtown Feels Safe & Comfortable at All Times					
Collaboration to Maintain Low Crime Rate	\$ 254,484	\$ -	\$ 254,484	\$ 359,359	\$ 104,875
Reduced Presence of Homeless & Street Persons	52,639	-	52,639	218,419	165,780
Downtown Sidewalks are Comfortably Lighted	8,253	-	8,253	20,204	11,950
Downtown Clean & Well-Kept Appearance	417,765	-	417,765	582,931	165,166
Remove Signs of Disorder in Downtown	5,347	-	5,347	6,879	1,532
Prepare for Emergencies	16,111	-	16,111	18,655	2,544
	754,599	-	754,599	1,206,447	451,848
Public Realm is Charming, Inviting, Beautiful & Celebrates the Life of the City					
Key Pedestrian Streets are Inviting	10,122	-	10,122	7,086	(3,037)
Public Spaces Managed, Programmed, & Delightful	86,943	-	86,943	127,776	40,833
Place of Civic Celebration	58,457	-	58,457	156,716	98,258
	155,523	-	155,523	291,577	136,055
Accessible to Region & Easy to Get Around					
Effective Transit Access More Places, More Hours	1,828	-	1,828	1,855	28
Convenient Circulation Without Personal Vehicle	-	-	-	-	-
Easy To Find Way Around	8,589	-	8,589	9,718	1,129
Connect Neighbors & Districts Inside/Outside Downtown	1,722	-	1,722	1,750	28
Convenient, Understandable & Managed Parking	1,733	-	1,733	1,759	26
	13,872	-	13,872	15,082	1,211
Vibrant, Sustainable Mixed-Use Place					
Best Place to Work in Region	67,453	-	67,453	67,644	191
Exciting Neighborhoods to Live In	138,701	-	138,701	21,136	(117,565)
Competitive Shopping Place	2,908	-	2,908	2,950	42
Remarkable Destination for Visitors	10,306	-	10,306	10,480	174
	219,368	-	219,368	102,210	(117,159)
Downtown's Vision & Offering Understood By All					
Market to Region	93,784	-	93,784	198,560	104,776
Promote Downtown's Ease of Use	4,623	-	4,623	4,693	69
Vision/Development Framework Understood By All	49,638	-	49,638	294,664	245,026
Tools to Assist Continued Redevelopment	14,069	-	14,069	10,188	(3,881)
Develop & Maintain Information to Support Downtown	4,908	-	4,908	13,995	9,087
	167,022	-	167,022	522,099	355,077
District Governance & Service Known for Excellence					
Engage Stakeholders in Decision Making	111,704	-	111,704	115,039	3,335
Communications to Owners, Tenants & Others	5,755	-	5,755	5,679	(76)
Preservation of Districts' Capital Assets	43,944	-	43,944	35,000	(8,944)
	161,403	-	161,403	155,718	(5,685)
Capital Improvement & Expenditures					
Downtown Feels Safe & Comfortable	-	-	-	-	-
Public Realm is Charming, Inviting, & Beautiful	-	10,190	10,190	245,000	234,810
Accessible to Region & Easy to Get Around	-	21,423	21,423	-	(21,423)
Vibrant, Sustainable Mixed-Use Place	-	10,961	10,961	10,000	(961)
Downtown's Vision & Offering Understood By All	-	-	-	-	-
Capital Replacement Expenditure	-	29,541	29,541	51,750	22,209
	-	72,115	72,115	306,750	234,635
Total Expenses	\$ 1,471,787	\$ 72,115	\$ 1,543,902	\$ 2,599,884	\$ 1,055,982
Depreciation Expense	14,352	2,188	16,540	16,359	(181)
Excess of Revenue Over Expenses GAAP Basis	\$ (1,397,820)	\$ (73,559)	\$ (1,471,379)	\$ (2,507,679)	\$ 1,036,300

Houston Downtown Management District
Statement of Activities
Two Months Ended February 28, 2022 and February 28, 2021

	Operating YTD Actual	Capital YTD Actual	2022 Total YTD Actual	2021 Total YTD Actual	Fav (Unfav) Variance
Revenues					
Assessment Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Revenue	101,333	-	101,333	89,351	11,981
Project Revenue	4,672	-	4,672	4,242	431
Salary Reimbursements	(18,795)	-	(18,795)	23,892	(42,687)
Interest Income	1,108	744	1,852	2,979	(1,127)
Total Revenues	\$ 88,319	\$ 744	\$ 89,062	\$ 120,464	\$ (31,402)
Expenses					
Downtown Feels Safe & Comfortable at All Times					
Collaboration to Maintain Low Crime Rate	\$ 254,484	\$ -	\$ 254,484	\$ 274,956	\$ 20,472
Reduced Presence of Homeless & Street Persons	52,639	-	52,639	49,668	(2,971)
Downtown Sidewalks are Comfortably Lighted	8,253	-	8,253	7,102	(1,151)
Downtown Clean & Well-Kept Appearance	417,765	-	417,765	539,392	121,627
Remove Signs of Disorder in Downtown	5,347	-	5,347	4,999	(348)
Prepare for Emergencies	16,111	-	16,111	15,537	(574)
	754,599	-	754,599	891,654	137,055
Public Realm is Charming, Inviting, Beautiful & Celebrates the Life of the City					
Key Pedestrian Streets are Inviting	10,122	-	10,122	10,923	800
Public Spaces Managed, Programmed, & Delightful	86,943	-	86,943	65,319	(21,625)
Place of Civic Celebration	58,457	-	58,457	37,210	(21,248)
	155,523	-	155,523	113,451	(42,072)
Accessible to Region & Easy to Get Around					
Effective Transit Access More Places, More Hours	1,828	-	1,828	151,889	150,061
Convenient Circulation Without Personal Vehicle	-	-	-	5,142	5,142
Easy To Find Way Around	8,589	-	8,589	7,720	(868)
Connect Neighbors & Districts Inside/Outside Downtown	1,722	-	1,722	1,436	(286)
Convenient, Understandable & Managed Parking	1,733	-	1,733	1,261	(472)
	13,872	-	13,872	167,448	153,577
Vibrant, Sustainable Mixed-Use Place					
Best Place to Work in Region	67,453	-	67,453	64,176	(3,277)
Exciting Neighborhoods to Live In	138,701	-	138,701	23,525	(115,176)
Competitive Shopping Place	2,908	-	2,908	4,241	1,333
Remarkable Destination for Visitors	10,306	-	10,306	8,386	(1,920)
	219,368	-	219,368	100,328	(119,040)
Downtown's Vision & Offering Understood By All					
Market to Region	93,784	-	93,784	107,789	14,005
Promote Downtown's Ease of Use	4,623	-	4,623	4,196	(427)
Vision/Development Framework Understood By All	49,638	-	49,638	96,881	47,243
Tools to Assist Continued Redevelopment	14,069	-	14,069	13,842	(227)
Develop & Maintain Information to Support Downtown	4,908	-	4,908	6,371	1,462
	167,022	-	167,022	229,079	62,057
District Governance & Service Known for Excellence					
Engage Stakeholders in Decision Making	111,704	-	111,704	133,968	22,264
Communications to Owners, Tenants & Others	5,755	-	5,755	10,647	4,893
Preservation of Districts' Capital Assets	43,944	-	43,944	35,999	(7,945)
	161,403	-	161,403	180,615	19,212
Capital Improvement & Expenditures					
Downtown Feels Safe & Comfortable	-	-	-	-	-
Public Realm is Charming, Inviting, & Beautiful	-	10,190	10,190	-	(10,190)
Accessible to Region & Easy to Get Around	-	21,423	21,423	-	(21,423)
Vibrant, Sustainable Mixed-Use Place	-	10,961	10,961	-	(10,961)
Downtown's Vision & Offering Understood By All	-	-	-	-	-
Capital Replacement Expenditure	-	29,541	29,541	2,115	(27,426)
	-	72,115	72,115	2,115	(70,000)
Total Expenses	\$ 1,471,787	\$ 72,115	\$ 1,543,902	\$ 1,684,691	\$ 140,789
Depreciation Expense	14,352	2,188	16,540	18,656	2,115
Excess of Revenue Over Expenses GAAP Basis	\$ (1,397,820)	\$ (73,559)	\$ (1,471,379)	\$ (1,582,882)	\$ 111,503

Houston Downtown Management District

Variance Analysis

Two Months Ended February 28, 2022

Operating Budget

- 1) Revenue-Operations revenue \$22K ahead in METRO bus stop cleaning, (\$8K) behind in fountain reimbursement and (\$3) behind in trash program subscriptions. Marketing revenue behind budget due to (\$2K) Market Square Park utilities reimbursement for January and February not received. Salary reimbursements reflect \$19K due to Central Houston, Inc. for 2021 and not included in the 2022 budget.
- 2) Goal 1a-Collaboration to Maintain Low Crime Rate-Ahead of budget \$48K in Downtown Public Safety Guides and \$62K in Private Security. Over budget (\$2K) in Off Duty Officers and (\$3K) in staffing.
- 3) Goal 1b-Reduced Presence of Homeless & Street Persons-Ahead of budget \$169K in homeless outreach programs. Over budget (\$3K) in staffing.
- 4) Goal 1c-Downtown's sidewalks are comfortable lighted - Ahead of budget \$12K in street lighting amenities and maintenance.
- 5) Goal 1d-Downtown Noted for Cleanliness & Well-kept Appearance-Ahead of budget \$46K in Street Teams cleaning sidewalks and bus stops, \$5K in trash collections, \$17K in paver repair and maintenance, \$56K in landscaping and tree maintenance, \$25K in irrigation maintenance and repair and \$16K in the operations center.
- 6) Goal 2a-Key Pedestrian Streets Are Inviting-Over budget (\$3K) in floral displays.
- 7) Goal 2b-Key Public Spaces Programmed and Delightful-Ahead of budget \$6K in Main Street Square maintenance, \$4K in Market Square Park maintenance and \$5K in staffing. Event programming ahead of budget \$26K.
- 8) Goal 2c-Place of Civic Celebration-Ahead of budget \$73K in Art Blocks program, \$4K in seasonal banner program, \$5K in banner/pot maintenance, \$19K on Allen Parkway Maintenance reimbursed by DRA and \$5K for holiday logistics. Over budget (\$8K) for Retail Support - Holiday Promotions.
- 9) Goal 4b-Exciting Neighborhoods To Live In-Over budget (\$118K) budget due to DLI payouts for years 2017-2020 not included in the 2021 forecast.
- 10) Goal 5a-Market to Region-Ahead of budget \$104K in marketing expenditures.
staffing.
- 12) Goal 5d-Tools to Assist Continued Redevelopment - Over budget (\$4K) in staffing.
- 13) Goal 5e-Develop & Maintain Information to Support Downtown - Ahead of budget \$9K in staffing.
- 14) Goal 6a-Engage Stakeholders in Decision Making - Over budget (\$5K) in administrative expenses (assessment collection and insurance) and (\$3K) in staffing.
forecasted.

Capital Budget

- 16) Ahead of budget \$25K for Banners, \$190K for Market Square Park (Lawn & Paving) and \$20,000 for Trebley Park furnishings.
- 17) Over budget (\$10K) for Southeast Sidewalks TxDOT project and (\$11K) over in Vehicular Wayfinding .
- 18) Ahead of budget \$10K in Retail Challenge Grants forecasted for January not paid and over budget (\$11K) due to DLI payments for prior years not forecasted in 2022.
- 19) Ahead of budget \$22K for consultant fees for Capital Replacement

HOUSTON DOWNTOWN MANAGEMENT DISTRICT

AP Check Register (Current by Bank)

Check Dates: 2/1/2022 to 2/28/2022

Check No.	Date	Vendor ID	Payee Name	Amount
BANK ID: A - OPERATING ACCT-JPMORGAN				
* 34400	02/09/22	2/9/22 8388	STATE COMPTROLLER	(\$278.00)
*				
* 34429	02/03/22	2/3/22 3550	HARDY & HARDY	(\$3,550.00)
*				
* 34468	02/01/22	1200	CENTRAL HOUSTON, INC	\$241,575.11
*				
34469	02/01/22	2/1/22 1200		
34470	02/01/22	2/1/22 1200		
34471	02/01/22	2/1/22 1200		
34472	02/01/22	2/1/22 1200		
34473	02/01/22	2/1/22 1200		
34474	02/01/22	2/1/22 1200		
34475	02/01/22	2/1/22 1200		
34476	02/01/22	2/1/22 1200		
34477	02/01/22	2/1/22 1200		
34478	02/01/22	2/1/22 1200		
34479	02/01/22	2/1/22 1200		
34480	02/01/22	2/1/22 1200		
34481	02/01/22	2/1/22 1200		
34482	02/01/22	2/1/22 1200		
34483	02/01/22	2/1/22 1200		
34484	02/03/22	0490	ASSOCIATED LANDSCAPE SERVICES	\$23,369.72
34485	02/03/22	0496	ASSOCIATES ULTRABARRIO, LLC	\$2,730.00
34486	02/03/22	1225	CENTRAL HOUSTON CIVIC IMPROVEM	\$33,726.41
34487	02/03/22	1543	CITY OF HOUSTON	\$644.07
34488	02/03/22	1540	CITY OF HOUSTON (WATER DEPT)	\$1,093.07
34489	02/03/22	1801	DIRECTV	\$96.98
34490	02/03/22	2929	FORT BEND BATTERY & GOLF CARTS	\$10,595.00
34491	02/03/22	3573	HARRIS COUNTY TREASURER	\$8,855.00
34492	02/03/22	4441	IT EQUIPMENT FINANCING,LLC	\$304.73
34493	02/03/22	7896	JAMIE PERKINS	\$24.17
34494	02/03/22	5540	LINCOLN COLWELL	\$1,770.00
34495	02/03/22	5700	LONE STAR FLAGS AND FLAGPOLES	\$10,804.50
34496	02/03/22	5701	LONNIE HOOGEBOOM	\$447.59
34497	02/03/22	7400	PFEIFFER & SON, LTD	\$10,778.04
34498	02/03/22	8119	ROADRUNNER RECYCLING, INC	\$1,797.80
34499	02/03/22	8355	STERLING EXPRESS SERVICES, INC	\$158.00
34500	02/03/22	8609	TOUCH & AGREE PROPERTY	\$4,256.90
34501	02/03/22	8591	TREEBEARDS, INC.	\$1,830.00
34502	02/03/22	9067	WASTE MANAGEMENT OF TEXAS, INC	\$273.76
34503	02/03/22	3550	HARDY & HARDY	\$3,550.00
34504	02/10/22	0378	AMBER N. AMBROSE	\$1,839.75
34505	02/10/22	9819	BRYAN K BENNETT	\$1,938.18
34506	02/10/22	1550	CITY OF HOUSTON	\$1,013.73
34507	02/10/22	1540	CITY OF HOUSTON (WATER DEPT)	\$445.00
34508	02/10/22	8695	DOG WASTE DEPOT	\$326.67
34509	02/10/22	3550	HARDY & HARDY	\$3,541.05
34510	02/10/22	8571	JACK NADEL INTERNATIONAL	\$4,550.57
34511	02/10/22	5646	LIGHTCRAFT OUTDOOR ENVIRONMENT	\$2,838.90
34512	02/10/22	5961	MELISSA TAYLOR	\$1,200.00
34513	02/10/22	9948	ORKIN PEST CONTROL	\$112.00
34514	02/10/22	7783	PUBLIC CONTENT, LLC	\$7,500.00
34515	02/10/22	8168	SEAL SECURITY SOLUTIONS, LLC	\$65,312.00
34516	02/10/22	8388	STATE COMPTROLLER	\$124.88

HOUSTON DOWNTOWN MANAGEMENT DISTRICT

AP Check Register (Current by Bank)

Check Dates: 2/1/2022 to 2/28/2022

Check No.	Date	Vendor ID	Payee Name	Amount
BANK ID: A - OPERATING ACCT-JPMORGAN				
34517	02/10/22	9045	WESTERN FIRST AID & SAFETY	\$196.20
34518	02/17/22	1655	COASTAL COOL HVACR	\$385.00
34519	02/17/22	3298	GULF COAST PAVERS,INC.	\$33,200.00
34520	02/17/22	3510	H.B.S WAREHOUSE ASSOC.	\$3,364.58
34521	02/17/22	3548	HAMILTON PLUMBING SERVICE	\$419.25
34522	02/17/22	5710	LVA 4 HOUSTON GREENSTREET LP	\$19,505.35
34523	02/17/22	5987	MAINTENANCE TO GO	\$9,030.00
34524	02/17/22	5703	MICHAEL LOESSIN	\$500.00
34525	02/17/22	6321	MINER, LTD	\$286.74
34526	02/17/22	9113	NCTP-CPAS PLLC	\$1,700.00
34527	02/17/22	8034	RC SOLUTIONS, INC.	\$720.00
34528	02/17/22	8066	READYREFRESH	\$215.78
34529	02/17/22	2550	SCOTT FINKE	\$77.40
34530	02/17/22	8168	SEAL SECURITY SOLUTIONS, LLC	\$1,700.00
34531	02/17/22	8151	SEARCH HOMELESS SERVICES	\$15,163.07
34532	02/17/22	3948	THE HARRIS CENTER FOR	\$10,331.67
34533	02/17/22	8609	TOUCH & AGREE PROPERTY	\$2,769.00
34534	02/17/22	9045	WESTERN FIRST AID & SAFETY	\$189.63
34535	02/17/22	9081	WESTPARK COMMUNICATIONS, L.P	\$60.38
34536	02/24/22	0029	1421 PRESTON LLC.	\$82.98
34537	02/24/22	99979	421 INTERESTS LTD	\$118.59
34538	02/24/22	99943	804 MILAM INC	\$449.33
34539	02/24/22	0490	ASSOCIATED LANDSCAPE SERVICES	\$944.40
34540	02/24/22	0027	AT&T	\$1,462.40
34541	02/24/22	99903	BANK OF AMERICA MSP EAGLE1	\$266.89
34542	02/24/22	99899	BCAL SCD PROPERTY LP	\$9,949.53
34543	02/24/22	0511	BLOCK BY BLOCK	\$320,827.26
34544	02/24/22	99969	BLOSSOM DEVELOPMENT INC	\$374.94
34545	02/24/22	99891	BRI 1850 HOUSTON OCC LCC	\$23,698.69
34546	02/24/22	99897	BSREP II HOUSTON OFFICE 1HC	\$32,840.39
34547	02/24/22	99898	BSREP II HOUSTON OFFICE RUSK	\$1,694.60
34548	02/24/22	99900	CENTRAL LOAN ADMINISTRATION	\$1,288.77
34549	02/24/22	99901	CHASE	\$1,062.76
34550	02/24/22	1540	CITY OF HOUSTON (WATER DEPT)	\$8,224.92
34551	02/24/22	1597	CLUTCH CONSULTING GROUP LLC	\$2,700.00
34552	02/24/22	1665	COLOR SPECIALISTS LANDSCAPING	\$1,990.00
34553	02/24/22	99896	FC TOWER PROPERTY PARTNERS	\$67,878.15
34554	02/24/22	2761	FILM LAB CREATIVE	\$9,422.50
34555	02/24/22	2743	FINGER-FSC CRAWFORD, LTD.	\$62,336.00
34556	02/24/22	99904	FLAGSTAR BANK	\$212.92
34557	02/24/22	99905	GATEWAY MORTGAGE	\$317.25
34558	02/24/22	99893	GIDLEY JOHN K & FRANCES A	\$188.00
34559	02/24/22	99894	HCP MOP HOUSTON TX LLC	\$5,832.81
34560	02/24/22	99895	HOUSTON CHARTRESS LP	\$1,495.86
34561	02/24/22	5211	KEITH GOULD	\$39.57
34562	02/24/22	9981	LERETA, LLC	\$248.51
34563	02/24/22	99907	LOANCARE, LLC	\$202.10
34564	02/24/22	5911	MACEY FAMILY PROPERTIES,LTD.	\$565.55
34565	02/24/22	99892	MT JEFFERSON HOLDINGS LLC	\$8,012.70
34566	02/24/22	7765	PNC MORTGAGE	\$887.45
34567	02/24/22	7712	POWER PEST CORP	\$7,820.00
34568	02/24/22	7720	PRAIRIE GROUP, LLC	\$98.82
34569	02/24/22	8992	SHELBY ROTH	\$285.43
34570	02/24/22	99906	SHELLPOINT MORTGAGE SERVICES	\$375.39

HOUSTON DOWNTOWN MANAGEMENT DISTRICT

AP Check Register (Current by Bank)

Check Dates: 2/1/2022 to 2/28/2022

Check No.	Date	Vendor ID	Payee Name	Amount
BANK ID: A - OPERATING ACCT-JPMORGAN				
34571	02/24/22	99908	SPECIALIZED LOAN SERVICING	\$164.27
34572	02/24/22	8327	SRC FRANKLIN OWNER LP	\$2,558.93
34573	02/24/22	8562	TEXAS WASTE COMPANY	\$1,326.30
34574	02/24/22	99902	US BANK HOME MORTGAGE	\$601.31
34575	02/24/22	8900	VERIZON WIRELESS	\$697.57
34576	02/24/22	9140	WEINGARTEN ART GROUP	\$2,825.00
34577	02/24/22	9099	WELLS FARGO HOME MORTGAGE	\$528.44
BANK A REGISTER TOTAL:				\$1,128,306.91
BANK ID: B - CAPITAL ACCT-JPMORGAN				
3962	02/10/22	8402	SITE PIECES	\$10,190.00
3963	02/17/22	7060	NEON ELECTRIC CORPORATION	\$11,383.00
BANK B REGISTER TOTAL:				\$21,573.00
GRAND TOTAL :				\$1,149,879.91

HOUSTON DOWNTOWN MANAGEMENT DISTRICT

AP Check Register (Current by Bank)

Check Dates: 2/1/2022 to 2/28/2022

Check No.	Date	Vendor ID	Payee Name	Amount
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BANK ID: A - OPERATING ACCT-JPMORGAN				
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* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT

** Denotes broken check sequence.

Houston Downtown Management District

Resolution of Appreciation

WHEREAS, FRANK STAATS was elected to the Board of Directors of the Houston Downtown Management District in 2006; and

WHEREAS, FRANK STAATS has moved his company, REIS Associates, to a location outside of downtown, and now wishes to retire from the Board of Directors having committed his experience, time, and responsibility to the District for the past 16 years; and

WHEREAS, FRANK STAATS has played a key role in Downtown's commercial real estate development. He shared his knowledge and expertise in several capacities in his role as REIS Associates' Founder and CEO; and

WHEREAS, during his tenure as a Director, FRANK STAATS committed substantial time and talent to the District in his service on the Board of Directors, serving as a Member of the Executive, Maintenance Operations, Public Safety, Office Market, and Audit Committees; and

FURTHER WHEREAS, FRANK STAATS shared substantial knowledge, advice, keen insight and sound judgment in his public service to the District and served as a champion for Downtown.

NOW, THEREFORE, be it

RESOLVED, the Board of Directors expresses its sincerest appreciation to FRANK STAATS for his service as Director and is grateful for his service as a Director of the District and wishes him well in future endeavors; and

RESOLVED FURTHER, the Board of Directors directs the Secretary to transmit to FRANK STAATS a certified copy of this resolution as a permanent token of the Board's expression of gratitude.

ACTION ITEM	Authorize President/CEO to execute amended agreement and expenditures with Central Houston Civic Improvement (CHCI) for planning and design associated with the North Houston Highway Improvement Project (NHHIP).
SERVICE PLAN	2021-2025
Account Code	781.400
Budget Year	2022
Budget Amount	\$250,000
REQUEST	For an amount not to exceed \$250,000, this authorization continues the District's previous planning work for the NHHIP.
DESCRIPTION	This requested fund transfer to CHCI provides ongoing support through the pooling of public resources to further advance the consultant efforts related to the NHHIP and civic opportunities in proximity to the future highway.
DISCUSSION	CHCI is assisting the City of Houston in the identification and prioritization of multiple civic opportunities associated with the NHHIP including street and trail connections, park and detention sites, public realm enhancements, infrastructure upgrades, and highway-adjacent development opportunities. CHCI is also assisting TxDOT in establishing enhanced baseline standards for the highway construction as part of the design-bid-build (Segments 3A & 3B) and design-build (Segments 3C & 3D) contractor procurement documents. The parallel efforts for the City and TxDOT are coordinated by District staff.
DBE PARTICIPATION	Not Applicable. Central Houston Civic Improvement is a 501c-3 non-profit corporation.

**MEMORANDUM**

March 10, 2022

TO: Board of Directors
FROM: Brett DeBord, Director of Operations and Capital Projects
RE: Operations Update

FACILITIES UPDATE: (Scott Finke, Operations Manager)**Newsrack Locations:**

A public right-of-way newsrack inventory check was completed on February 23, 2022. There are 98 racks currently located on the sidewalks at various locations throughout Downtown, which is a reduction from 148 counted in July 2021. Staff reported 18 violations to Park Houston who will notify the vendors, and if no corrective actions are taken, the newsracks can be seized for noncompliance. Several of the remaining racks are not being utilized, so it was suggested to Park Houston to request all vendors to pick up their racks if possible. Park Houston has responded and sent out emails to the publications asking for existing racks to obtain permits or the racks will be seized.

Garbage Truck Operations:

Staff is working with BBB management to create a new SOP and update all procedures and policies for the garbage truck operations. We have conducted safety meetings with the crews and will continue to provide support and procedural feedback to help the trash truck personnel work more efficiently as a team.

Warehouse:

As Trebly Park progresses, we are steadily receiving more materials and deliveries to the warehouse. A spring cleanout and organizing effort is in process to update inventory logs and remove unused items and materials.

QUALITY CONTROL UPDATE: (Keith Gould, Quality Control Manager)**Landscaping:**

Four (4) new Sycamore trees were planted on Allen Parkway to replace the ones that were damaged by vehicular accidents. Twenty (20) new Live Oak trees were planted to replace the Laurel Oaks that were lost during last year's winter freeze, bringing the total of new Live Oaks to 31. Color Specialists will begin the spring color changeouts beginning in mid-March with scheduled completion by April 16.

MEMORANDUM**March 10, 2022**

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Block By Block:

Block By Block scored a 4.46 for the month of February which is an increase from a 4.27 in January. This is the second highest score ever recorded by Block By Block for cleanliness, slightly below the 4.47 score they achieved in May 2020. Block By Block has done an excellent job of deploying their resources to the proper places to achieve maximum results. Utilization of hot spot checklists and consistent deployment of the ATLVs and power washers has enhanced their cleaning ability. There were 536 articles of graffiti removed during the month of February, a decrease from 646 the previous month. The ambassadors are doing a great job at removing graffiti as they identify it and reporting the more difficult cases to the special projects crew for removal.

Homeless Encampments:

Multiple clean-ups were completed at the Beacon in February. HPD utilized the Jail Diversion Center to remove individuals that were uncooperative and noncompliant during the clean-ups. Individuals that were transported to the Diversion Center had their belongings bagged up and placed in the City's warehouse for safe storage. A vast majority of the individuals that were taken to the Diversion Center returned to the Beacon within 2-3 hours. Chartres Encampment is still maintaining a high number of tents, with approximately 60 tents counted during the last clean up. Weekend feedings are resulting in large amounts of trash scattered across the sidewalks and adjacent parking lots along Commerce Street.

CONSTRUCTION AND CAPITAL PROJECTS: (Dusty McCartney, Construction Manager)**Bagby Street Improvement Project:**

The Contractor is continuing to address punch list items and working towards final completion. Due to recent logistical supply/demand issues, the official project closeout is delayed while we await the arrival of the remaining site furnishing and amenity items.

Trebly Park Project:

The Trebly Park project continues to make significant progress. The most recent milestone was the installation of new concrete sub-slabs and sidewalks throughout the park, which wraps up most of the flat work for the project. The site is scheduled to have permanent power turned on in the upcoming days which will allow the building's interior buildout to progress. The trellis steel for the lawn stage and dog park is scheduled to be installed over the next few weeks in addition to tree plantings, irrigation, and fencing for the dog parks. Substantial completion is currently scheduled for late May 2022.

Market Square Park Turf Conversion:

The existing grass lawn and decomposed granite paths have been removed. The site has been graded, and new area drains and underground drainpipes were installed to ensure positive drainage. Installation of subbase material for the synthetic turf and new paver

MEMORANDUM

March 10, 2022

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sidewalks around the perimeter of the lawn are currently in progress. Estimated completion is scheduled for March 31.

PUBLIC SAFETY AND EMERGENCY RESPONSE: (James Kennedy, Public Safety Manager)

Outreach Programs:

SEARCH has communicated they have promoted someone internally to fill the position of Program Manager. The person will initially be working part-time until SEARCH can backfill their internal vacancy. In the meantime, our current team members, Taylor and Lonnie, continue to do outreach work at our area hotspots. To date, the team has placed 10 individuals into housing this year using The Way Home system.

Downtown Public Safety Guides:

The month of February engagements were on par with January. The ambassador engagements were almost identical to the previous month, with 3,851 compared to January's 3,813. February was a shortened month, so that is indicative of increased activity. The cold weather experienced this past month did slow down patrol activity, however a major employer's decision to return to work resulted in a noticeable increase in pedestrian traffic. Additionally, the Rodeo Parade also provided opportunities for our team to engage with a more patrons, employees, and visitors.

The number of quality-of-life engagements rose to 4,897 compared 4,796 in January. The hotspot areas remain the same, with Main Street being the biggest area of disruption. The BEACON and Bagby underpass continue to be key areas where homeless/street population are continually present and congregating.

SEAL Security:

The number of calls for service dropped significantly from 219 in January to 166 in February, which is only the second time the calls for service has dropped below 200 since March of 2021. We have observed a small decline in the number of individuals sleeping on the sidewalk around the BEACON. Our monthly homeless count also reflected a decrease to 394 compared to 496 in January, which can be attributed to the impacts of winter weather.

Off Duty HPD:

The Off Duty Officer engagements increased to 409 compared to 360 in January. The number of civility interactions decreased from 248 in January to 228 in February. We had a slight bump in the number of officers working, possibly due to internal OT programs shifts within HPD.

MEMORANDUM

March 10, 2022

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Positive Interactions

18,602

Total

Homeless Count

445

Average

Sidewalk Cleaning

4.37

Average

Garbage Disposed (Tons)

245

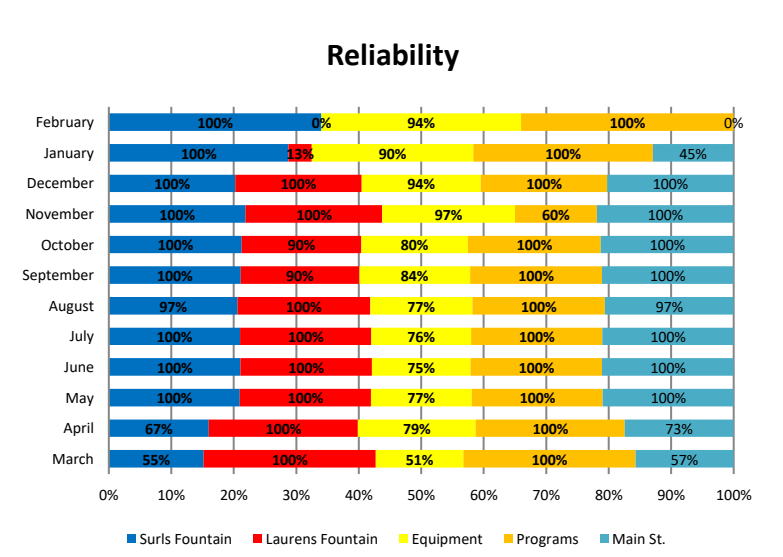
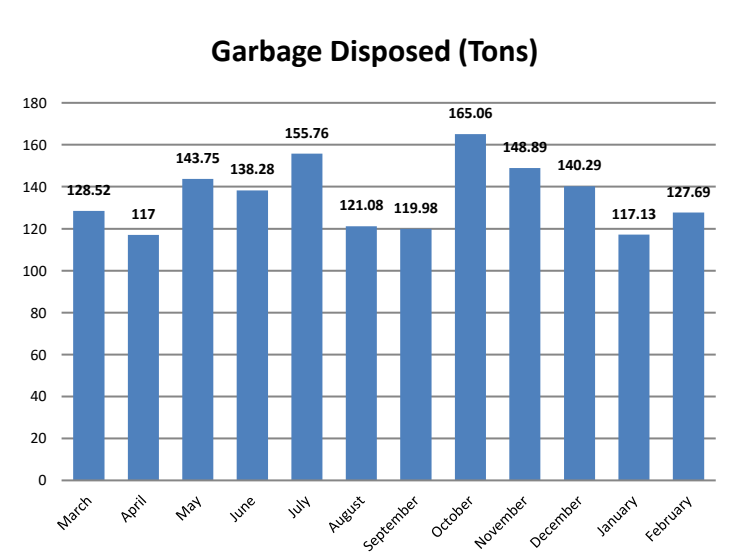
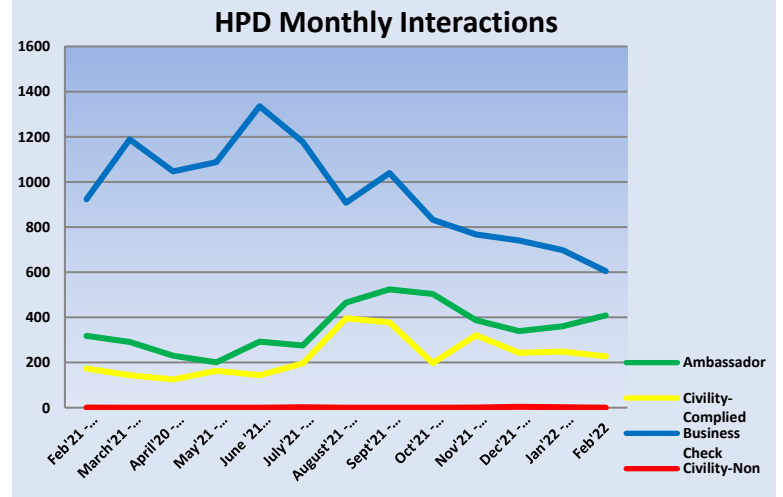
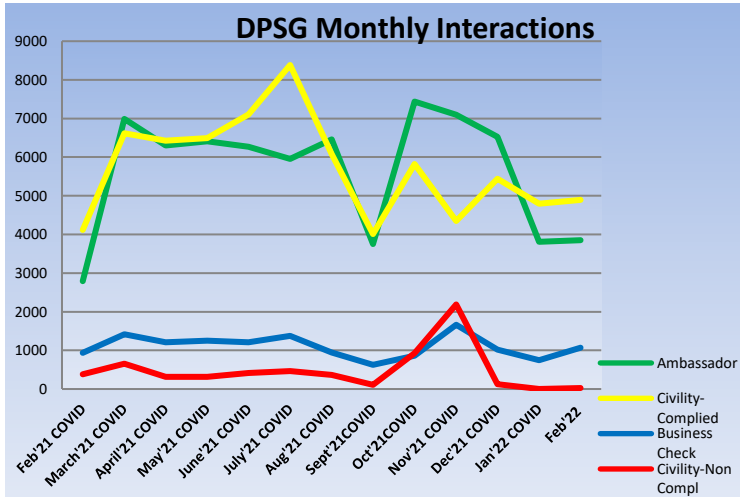
Total

Reliability Report

65%

Average

Safety & Quality Control





MEMORANDUM

March 10, 2022

TO: Board of Directors

FROM: Robert C. Pieroni

RE: Economic Development Program Update

Update on the Office Market:

The HDMD remains committed to being a valuable resource of reliable data and information as Downtown continues to experience unprecedented negative impacts related to the pandemic. Our monthly Downtown Economic Recovery Update report continues to be a trusted resource for evaluating the ongoing impact of the pandemic. December and January saw, for the first time in almost two years, a decrease of in-office worker, which can be attributed to the emergence of the Omicron variant. The in-office workforce occupancy decreased to 35% at the end of January. Despite the sluggish return, February has seen in-office workforce occupancy rise to 54.6%. However, the data would suggest that the hybrid work style could possibly be the new normal as the employee in-office frequency rate has dropped to 10.7 days per month in February 2022 from 15 in February 2021.

Downtown Launchpad: Since its June 2020 opening, Downtown Launchpad (DTLP) has contributed tremendous growth to Houston's entrepreneurial ecosystem by expanding the number of startups, venture capital activity, and revenue generated by alumni companies in the market. DTLP has become a beacon for international activity as we have hosted startups from Italy, Chile, South Korea, Luxembourg, and we have presented our project best practices to global audiences, including Alberta Innovates, Toronto, Puerto Rico, U.S Virgin Islands, Barcelona, Amsterdam and others. We are continuing to share our vision with keynote presentations at major industry events.

Downtown Launchpad Impact:

Total Applications	# of Startups	Pre-Program Funding	Post Program Funding	Pre-Program Jobs	Post Program Jobs	Pre-Program Revenue	Post Program Revenue
1,656	171	\$35,147,000	\$63,688,000	403	473	\$27,300,000	\$43,603,000
			+82%		+17%		+60%

*Funding, Jobs, and Revenue do not reflect the 3rd MassChallenge cohort or gener8tor spring cohort.

Residential: Downtown's overall multifamily occupancy ended February at 85.7%, essentially flat from January. Asking rents have slightly increased to \$2.49-SF/MO in February, the highest since pre-pandemic March 2020. A net 236 units have been newly occupied year-to-date and six new multifamily properties are under construction with more than 1,600 units. Those projects include Sovereign at the Ballpark (229 units); McKee City Living (120 units); Brava (373

MEMORANDUM**March 10, 2022**

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units); Fairfield Residential's 1810 Main (286 units); 808 Crawford (309 units); and Warehouse District (275 units).

Hospitality: Hotel occupancy closed January at an average of 32.1%, down 6.7% from December. While still historically low, that rate has more than doubled since January 2021, but was down 29.9% from the pre-pandemic January 2020 average occupancy rate. Other key performance indicators are continuing to improve since January 2021: Average Daily Rate (ADR) is up \$58.47; Revenue Per Available Room (RevPAR) is up \$41.01; and Monthly Revenue is up \$10,745,619.

Publications Update: February publications included the Downtown Economic Recovery Monthly Monitoring Update, including the tracking of Downtown attendance to professional sporting games as well as events and conferences at the George R. Brown Convention Center. In addition, the 38th annual Downtown Office Story began production in December, with results expected to be released in early spring of 2022. This report is an in-depth proprietary longitudinal analysis of the competitive Downtown office market, based on the collection and analysis of primary data from our most competitive buildings. The survey and analysis are based on consistent methodology spanning over three decades. Buildings in the survey have proven the ability to compete for tenants in the Downtown Class A and B markets.



MEMORANDUM

March 10, 2022

TO: Board of Directors

FROM: Lonnie Hoogeboom

RE: Planning & Design and Capital Projects Update

North Houston Highway Improvement Project (NHHIP): The current priority is staff preparations for an interview with FHWA to discuss the 20-year project involvement and leadership of the Downtown organizations to advance the NHHIP. As previously reported to the Board, the Project is on a temporary “pause” while FHWA investigates complaints of Title VI civil rights violations as part of the Project’s schematic design and related reports issued during the environmental process.

On March 14th, staff (Kris, Allen, Algenita, Bob, Marie and Lonnie) will participate in a one-hour online interview with Nichole McWhorter, Title VI Program Team Leader with the Office of Civil Rights of the Federal Highway Administration. For the interview, staff has prepared and provided to FHWA the following Project Overview:

- a 3-page introductory letter (*attached to this memorandum*),
- a 41-page exhibits document highlighting 8 key topics identified by FHWA,
- an 11-page Memorandum of Understanding from Mayor Turner to TxDOT,
- a 19-page document of HDMD & CHI project correspondence with TxDOT,
- and staff’s biographical statements.

Staff has participated in two debriefing sessions with the advising consultant, Squire Patton Boggs.

The aim of these preparations and of this FHWA interview is for staff to present the Project’s historical trajectory and how our allied organizations have conducted extensive stakeholder and agency engagement to develop the broader Vision Plan & Civic Opportunities for Segment 3 of the NHHIP. Specifically, staff will strive to prove the need and purpose of the Project as valid and essential for the region and downtown in terms of safe and efficient highway infrastructure. Further, staff will present to FHWA the “but-for” condition of the NHHIP as the catalytic once-in-a-lifetime opportunity for Houston to leverage this transportation investment as *the* means to restore community connections, foster neighborhood cohesion and promote urban vitality through mutually beneficial planning, design, engineering, construction and operations of the three interconnected highways and the associated urban adjacencies. The upcoming interview is perhaps best understood as a springboard to assist FHWA in releasing the “pause” order for the Project to resume while fully addressing the concerns raised by governmental organizations and the general public. Further, this interview is the best current vehicle to advance the position

MEMORANDUM

March 10, 2022

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that 21st century infrastructure development has the potential to right the wrongs of 20th century injustices caused by the deployment of urban highways.

In addition to this FHWA focus, staff has also continued engaging with allies and partners on the NHHIP, specifically recent meetings with Midtown staff and consultants for the IH-69 trench from Spur 527 to LaBranch and with Alameda/ OST staff for the three signature bridges (Elgin, Tuam and McGowen) in Third Ward. Work continuance in Segments 3A and 3B will intensify in the coming weeks and months as TxDOT resumes its design-bid-build process, and ultimately the design-build process for Segments 3C & 3D.

Staff requests the Board consider an authorization to continue funding of the consultancy efforts associated with the NHHIP. As in prior years 2018-2021, District funds will again be conveyed to Central Houston Civic Improvement (CHCI) and combined with Authority funds to support planning, design (urban, landscape, lighting), engineering (transportation, civil, structural, hydraulic/ hydrologic), legal, and real estate consultants; it is also anticipated that grant writing consultancy may initiate in 2022 to pursue federal funding for the NHHIP's Civic Opportunities through the IJA (Infrastructure Investment and Jobs Act). Item reviewed in Committee February 24, 2022.

(See Enclosed Action Item.)

North Canal: In late-January, the engineering consultant HDR issued to Houston Public Works the preliminary engineering and phase 1 environmental report for the project, currently under review by the City and Harris County Flood Control District. A Technical Review Committee meeting will be held March 17, 2022, with planning staff attending. Going forward, agency stakeholder meetings will resume in April or May, with project completion currently slated for 2027. For the District, this project coordination is critical in terms of advancing the North San Jacinto project through its consultant procurement, design-engineering and stakeholder engagement.

Warehouse District Framework: While release of the final report and public engagement has been postponed over the past six months (partially due to Covid-related conditions, but more so to NHHIP uncertainties and preliminary engineering for the North Canal), it is looking more favorable that this planning completion can be advanced over the coming 60-90 days. Staff has met with consultants and is setting the workplan to hold end-stage planning reviews with several agency partners in advance of the public meeting. Staff is currently considering mid-May for project completion.

North San Jacinto – Design Concept Review & Request for Qualifications: As briefly reported at the January Board meeting and based on planning recommendations in the Warehouse District Framework draft report, staff received a favorable response to the Design Concept Review (DCR) Intake Form submitted February 4, 2022 to Houston Public Works such that the proposed North San Jacinto Capital Improvement Project may advance. Staff is currently drafting the Request for Qualifications for Engineering-Design Consultants, expected to be released for advertisement in early-April; evaluations and selections will follow leading to a staff recommendation for contract award likely at the June Board meeting.

MEMORANDUM

March 10, 2022

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Congress Street Bridge: On or before April 1, 2022, staff intends to submit a DCR Intake Form for the one block bridge of Congress, plus intersections at Smith and Franklin to include street lighting, signalized intersections, with enhanced paver sidewalks and crosswalk striping. Staff is hopeful this project will not require a full DCR process as stakeholder engagement is minimal due to the project's limited scope area.

METRO Inner Katy BRT Silver Line: As briefly mentioned at the January Board meeting, staff is scheduling with METRO the technical review of the traffic impact analysis for the proposed bus rapid transit (BRT) service: from the HOT ramp intersection at Franklin, on Bagby to Rusk, then interlined with light rail transit (LRT) along Rusk to a St. Emanuel layover station, then returning along Capitol to Bagby, back to the Franklin/ HOT ramp. Of primary concern is the project's impact to traffic operations and safety within Downtown. Through the Authority's engineering consultant, staff is evaluating a proposed station alignment between Franklin and Preston with turn movements onto the recently completed Bagby Street. Staff recommends Board members view the public meeting presentation and video:

<https://metrorapidinnerkatyjanuary2022.meetsyou.online/#/>

Southeast Sidewalks: Partial payment to TxDOT to initiate eligibility for project review between TxDOT and HDMD has been processed. Staff awaits further direction from TxDOT as to project timeline for project letting, likely in May-August 2023. The construction document package has been updated to approximately 90% completion.

Vehicular & Pedestrian Wayfinding Messaging: Per the Board's December 2021 authorization, NEC has completed the venue messaging updates (vinyl replacements) for PNC Stadium at both vehicular and pedestrian wayfinding systems. In progress through May will be the remaining +/- 75 message updates for Lynn Wyatt Square, Post Houston, Highlight at Houston Center, and Trebly Park, which also includes the installation of two new pedestrian kiosks.

IKE Wayfinding Signage: A ground-breaking launch event was held Monday, February 7th at the Marriott Marquis, corner of Walker and Avenida de las Americas. The system is currently in construction with 7 of 15 Downtown locations scheduled for installation through May, with the balance to follow through August.

Street Name Signs: As a 2022 capital project, staff is currently "surveying" all the existing intersections across Downtown for sign sub-districting and address scheduling. Once that associated map and spreadsheet are prepared, staff will initiate the procurement process for street name sign blade acquisition, stamping, messaging, with instructions for phased installation over second half of 2022.

Downtown Redevelopment Authority / TIRZ 3 Update: Staff is currently focused on the construction of two capital projects for the Authority, both projects recommended in Plan Downtown.

MEMORANDUM

March 10, 2022

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- **Bagby Street Improvements:** See Director DeBord's "Operations and Construction Update" for current project status. Substantial Completion was achieved for the project in November 2021, with punch list corrections in progress by the contractor.
- **Southern Downtown Park:** Construction was initiated on March 15, 2021. See Director DeBord's "Operations and Construction Update" for current project status. Staff has purchased miscellaneous District furnishings and maintenance equipment as Owner-furnished items.

Downtown Living Initiative: At 1Q 2022, twelve DLI projects (3,376 units) are completed and listed here in completion order: SoDo on Main (north and south towers), Block 334, Market Square Tower, The Star, Aris Market Square, Eighteen25, 1414 Texas Avenue, Catalyst, 1711 Caroline, The Marlowe, and Camden Downtown. One Authority project is under construction (Fairfield / Block 387 – 286 units) and one District project is under construction (Trammell Crow / Block 99 – 314 units), both of which remain in full compliance with the DLI Guidelines and terms of respective agreements. There are fifteen agreements at various stages of project development.

District's DLI Program:	2,063 units under agreement /	314	units under construction
		/ 1,474	units completed
		/ 275	units planned (1 project)
Authority's DLI Program:	2,188 units under agreement /	286	units under construction
		/ 1,902	units completed
		/ 0	units planned
<hr/>			
TOTAL DLI Program:	4,251 units under agreement /	600	units under construction
		/ 3,376	units completed
		/ 275	units planned

PD&CP Committee: The next monthly meeting scheduled for March 31, 2022, 12:00-1:30 PM, with subsequent meetings held the last Thursday of each month



February 23, 2022

Ms. Nichole McWhorter
Title VI Program Team Leader
Office of Civil Rights, Federal Highway Administration
Eighth Floor, E81-322
1200 New Jersey Ave., SE
Washington, DC 20590

Dear Ms. McWhorter,

We appreciate the opportunity to interview with you on March 2, 2022, in the Title VI investigation of the North Houston Highway Improvement Project (“the Project”). In anticipation of the interview, please permit this letter of introduction and accompanying enclosures to serve as an outline of our long involvement with the Project and a view of our position on this potentially transformative undertaking.

We trust this package and subsequent interview(s) will provide your team relevant evidence of the Project’s viability within Houston’s racially diverse urban fabric. We can attest to the challenges and changes in the Project given our long-standing and comprehensive engagement with the work, with TxDOT, and our even longer-standing relationships with the community of stakeholders in Houston who have given voice to their concerns. As a TxDOT “participating agency” since 2012, we have engaged with the planning, design, and engineering of the Project. Of equal importance, we have done so by involving community stakeholders proximate to Downtown for the purpose of designing-in equitable benefits to be realized in neighborhoods adjacent to Segment 3 of the Project. As one of the leaders in this effort, the Mayor of the City of Houston has, with our advice, convened a steering committee of civic and transportation leaders to address the Project’s benefits and its burdens. The Steering Committee met monthly beginning in 2018. Further, we provided guidance to the Mayor on the position he has currently adopted toward the entire Project, in his proposed Memorandum of Understanding. See **Attachment A, Mayor Turner’s MOU.**

We support the transformative potential of the Project, but want to see more. Currently, the Project provides a game-changing opportunity for residents, especially among communities of color, to remain in their chosen neighborhoods through advanced acquisition rather than being dislocated as has traditionally occurred. Crucially, but for this method of relocation, communities along the Project’s footprint would be irreparably

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harmful through dislocation given the accelerated gentrification occurring within the area known colloquially as “the 610 loop”. The Project also provides meaningful solutions for pedestrian, transit, and multi-modal connectivity between currently separated or historically neglected neighborhoods. The Project addresses storm-resiliency and green space concerns by establishing detention basins that also serve as recreational destinations. The Project further addresses connectivity and neighborhood vitality by assisting in the base-level structural requirements for “garden bridges” and “cap parks” across trenched sections of the relocated highways; but, here, we would like to see further guarantees of federal and state funding toward these essential elements of the Project’s design to accomplish a measure of rectifying the harms caused by past transportation decisions. All told, the Project addresses the severe local and regional safety and mobility concerns of the fourth largest City, and fifth largest metropolitan region, in the nation while coming close to answering the unique urban challenges within the Project’s footprint. To that end, our contributions have been instrumental in addressing these latter deficiencies.

Central Houston has deployed a deep bench to shepherd our engagement with this Project. See **Attachment C, *Organization & Participants***. As urban planners, architects, lawyers, and community organizers, we bring unparalleled collective experience, qualifications, and connections to the community and the Project. Through our own Algenita Scott Davis, the Government and Community Affairs Officer at Central Houston, and housing program manager for the Center for Civic and Public Policy Improvement, (CCPPI), our team includes an accomplished local leader with first-hand experience living through the very real horrors of historical dislocation in Houston. Algenita grew up in Houston’s Fifth Ward, where more than a dozen members of her family and scores of her fellow students were dislocated by highway construction in the 60’s. During the past seventy years, she saw the destruction of entire neighborhoods and witnessed the collective impact on the business community, housing availability and quality of life that began in 1950. In her work, she is pro-actively identifying opportunities in which the Project can remedy past social and economic injustices through enhanced community connectivity, replacement of affordable housing, removal of visual and environmental barriers, equitable payment for acquisitions, creative utilization of green space and development of economic opportunities for current residents and businesses. See **Attachment C**, pp. 2-3.

To its credit, TxDOT has answered many of the community’s concerns for safety, mobility, equity, sustainability, and resiliency in the Project. TxDOT has accepted alternate designs proposed by stakeholders and amplified by Central Houston that minimize Project impact and benefit racially diverse communities. Over these twenty years we have initiated conversations with TxDOT and stakeholders to plan, design, cost estimate, and identify partner-funding for a panoply of civic-centered measures to correct for historic disparate harm. See **Exhibits 1 through 8, *Project Involvement***.

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Our interventions in the Project, while not fully embraced within the current transportation paradigm have, nevertheless, led to changes by TxDOT large and small that address current equity and sustainability concerns, while also moving to remedy the past harms of highway placement and design. Consequently, the Project utilizes highway infrastructure as a catalyst for enabling the Downtown neighborhood to reconnect with underserved and racially diverse neighborhoods at every point of the compass, while respecting each area's local community culture, from the majority Hispanic communities north and east of Downtown, to the historically African-American neighborhoods to the west, south and north of Downtown.

Throughout our work on this Project, Central Houston continues to engage with the community on issues of equity, with TxDOT, and with political and business leaders to focus on express stakeholder needs, prioritizing neighborhood connectivity, resiliency, and sustainability through the planning, the engineering, and financing of proposed public amenities. As such, Central Houston's documents, expertise, and testimony on this Project is relevant to your team's Title VI investigation of disparate impact.

Please connect with us should you have any questions or seek points of clarification prior to our interview on March 2, 2022. We look forward to speaking with you.

Warmly,



Kristopher Larson
Central Houston & CHCI, President & CEO
Downtown Management District, President/CEO
Downtown Redevelopment Authority, President



Algenita Scott Davis, Government and Community Affairs Officer
Central Houston & CHCI

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Allen Douglas,
Central Houston & CHCI, General Counsel
Downtown Management District, General Counsel
Downtown Redevelopment Authority, Executive Director



Marie Hoke Fish
NHHIP Project Architect & Urban Planner



Lonnie Hoogeboom
Director of Planning & Design



Robert M. Eury, President & CEO, Emeritus
Central Houston & CHCI



MEMORANDUM

March 10, 2022

TO: Board of Directors

FROM: Angie Bertinot

RE: Marketing/Communications & Retail Program Update

2022 Marketing & Communications

Overarching goal: We're back! Communicate a sense of urgency for Houstonians to experience the community of people, places and stories that make up Downtown through visual storytelling that has direct, specific and immediate calls-to-action. Provide comprehensive info on what to do, where to go and how to get there; build the size of the audience that interacts with Downtown; and increase awareness and engagement of Downtown through communications, marketing and programming.

Public Relations

Downtown media coverage for February totaled more than **23,162,647 impressions** valuing at approximately **\$475,675**. Story highlights included the launch of the City's IKE program in Downtown, the naming of Block 98, now called Parkside Residences, the extension of Downtown's More Space: Main Street program and a great story on the Bagby Improvement Project in Texas Contractor-Construction Digest.

February 2022

- Media Visits
 - Set up *Houston Chronicle* reporter Marissa Luck and Kris Larson on February 11; followed up with additional information and quotes for her article
 - Release to go out following the publication of the story
 - Finalized visit with *Austin Waterways* writer, Shelley Seale, set up visit with Pur Noire
- Pitches/Releases
 - Completed draft for Central Houston reintroduction press release
 - Started compiling Downtown hotel pitch
 - Began St. Pat's Parade & Downtown Block Party release
 - Began Market Square Park Spring events release which includes information on capital improvements underway

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- Copywriting/creative
 - Completed Downtown Magazine story, *Downtown Strikes Back*
- Intro meeting and tour with Downtown Launchpad; looking at Spring cohort start for big media push
- Organizing FAM trip for select regional lifestyle and tourism journalists around Art Car weekend – Hotel partner, neighborhood events at MSP and DG in addition to Art Car Parade VIPit, food & beverage, Cistern
- Pitched More Space: Main Street announcement to news outlets with the opening of Finn Hall and Cherry's new patios (Kris quote included in Finn Hall's press release)
- Upcoming pitching: Kris interviews
 - Houston Matters, RNR podcast (Ralph Bivens), CityCast podcast (Lisa Gray)
 - Business pitches to WSJ and Forbes

#WeAreDowntown

Our :30 dining PSA is currently running in Top Chef Houston (premiere episode was March 3rd) and will run through the duration of the series. In addition, we're creating new content that dovetails with magazine stories and short videos that can be using on social, including TikTok. Following the WADT campaign launch in 2021, we're looking to reassess the campaign tactics for 2022 and beyond. Our next step is to find a way to expand the campaign into hybrid and in-person experiences, reinvest in the community aspect of We Are Downtown and continue to build momentum for the Downtown neighborhood.

<https://www.youtube.com/watch?v=upP-dYhwxHA>

Street Art for Mankind

Street Art for Mankind (SAM) is a 501(C)(3) non-profit organization that strongly believes in the power of Art to trigger social change. With the support of over eighty prominent international street artists, SAM curates and produces large murals, interactive exhibitions and live performances around the world to bond communities and generations around human rights.

Background

The co-founder of SAM, Thibault Decker, was referred to CHI via Harris County Commissioner Rodney Ellis; they recently completed the Zero Hunger mural on the backside of Hampton Inn/Homewood Suites. The proposed scope of a Houston-based project would include 8-10 large, world-class murals installed throughout Downtown. Aside from the benefits associated with beautifying otherwise blank walls in Downtown, the project presents the opportunity to advance a larger thematic message, promote walkability, provide positive media coverage of Downtown and facilitate improved connectivity between different activity nodes in Downtown.

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SAM and CHI/HDMD desire to partner to co-produce Phase 1 of an art-walk featuring a mix of approximately eight local and world-renowned muralists. **To guide Phase I, we will meet with our Marcom Committee to: review the proposed MOU, determine goals, evaluate proposed walls and discuss themes and budget.** Phase 1 is proposed to occur only on privately-owned real estate located within the HDMD boundaries. As currently envisioned, CHI, via HDMD, would contribute \$150,000 to the project. To date, SAM has also raised \$50,000 from TotalEnergies as a sponsor for Phase 1 of the project.

Trebley Park

The vision for the park is for it to be *A Place to Belong*—a welcoming greenspace in the heart of Downtown for Houstonians and visitors to find themselves, their community, serendipitous moments and a sense of place.

Trebley Park messaging:

1. Trebley Park is a welcoming place for Houstonians to find themselves, their people, their joy and their peace.
2. Trebley Park is a community retreat from the hustle and bustle of daily life for nearby residents, downtown workers and visitors.
3. Serendipitous moments are uncovered at Trebley Park – from chance connections at a meetup to a secret QR code discovery.

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The three programming pillars are:

- Community- encourages connection and social behavior
- Wellness- mental and physical wellbeing and public health
- Culture- food and beverage, media, visual and performing arts and education

For more detailed information about potential programming ideas, please see the following presentation.

Market Square Park Spring/Summer Events**ST. PATRICK'S DAY PARADE & DOWNTOWN BLOCK PARTY**

Mar 12 Sláinte! Celebrate the luck of the Irish at the 61st Annual St. Patrick's Day Parade (noon-1:30 pm), now with a new route in Historic Market Square. Continue the fun at Market Square Park with food, games and live music until 3 pm and then head out dressed head to toe in green to the neighborhood's eclectic bars and restaurants for drink specials on all your Irish favorites. Noon- 3 pm+

BLANKET BINGO

May 19, June 16, July 21 & Aug 18 Blanket Bingo is back for another season filled with music, laughs and—of course—awesome prizes! \$10 admission includes one bingo packet (nine games, cash only). Additional games and daubers can be purchased for \$1 each. Blankets and lawn chairs encouraged. Packets go on sale at 6 pm; bingo starts at 7 pm. Proceeds benefit Market Square Park and Buffalo Bayou Partnership.

ROAD TO RIVER REVIVAL

Jam to live music at Market Square Park as we countdown to Texas' most intimate camping and music festival, River Revival. Brought to you by Splice Records, Saint Arnold Brewing Company and the Downtown District, dance and sing to regional heavy hitters with a new lineup each month. 'Doors' open at 6:30 pm and live music begins at 7:30 pm.

April 16

Aaron Stephens (headliner) with Latasha Lee Rock out to the funky beat of Texas Guitarist, Aaron Stephens and powerhouse soul artist, Latasha Lee.

May 21

Honey Island Swamp Band (headliner) with Colin Lake Groove to the New Orleans-style sounds of Honey Island Swamp Band and the soulful guitar playing of Colin Lake.

June 18

The Texas Gentlemen (headliner) with Hector Ward & The Big Time Prepare for the energetic brass, country get down and jazzy notes of quintet, The Texas Gentleman, along with Hector Ward's eight-piece band's exciting horn lines and guitar riffs.

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July 9 *SPICE RECORDS ANNIVERSARY PARTY*

Tomar and the FC's (headliner) with Gio Chamba Feel the blues take control with soulful instrumental band, Tamar and the FC's and electric cumbia band, Gio Chamba.

PUPPIES FOR BREAKFAST

April 30 Celebrating 11 years as Houston's original dog festival, this one-of-a-kind event brings everything "DOG" to one place. Guaranteed to be the biggest pup party you've ever experienced, this year's event comes jam-packed with 40+ vendors, dog-centric brands and creative pop-up shops (plus the city's best food trucks for our human counterparts). 10 am- 3 pm

CINCO DE MAYO KICKOFF AT MARKET SQUARE PARK

May 5 Begin your Cinco de Mayo festivities by taking a swing at the world's largest Pinata "Chiquito" at Market Square Park! We're pulling out the big dogs (literally) to get the party started—from live mariachi music and DJ to a Cinco de Mayo mini-market. Join us from 5:30-7 pm and then explore the bars and restaurants in Houston's most historic neighborhood.

HEARTMADE ART MARKET

May 14 Treat yourself with works and wares from a curated market featuring more than 60 regional artists, makers and creatives. Mimosas all day, live DJ and interactive crafts for the kiddos on the lawn during this celebration of Texas art! 10 am-5 pm

SAINT ARNOLD'S PUB CRAWL

July 16 Beer lovers rejoice! Saint Arnold Brewing Company will host their ever-popular Pub Crawl through Downtown Houston! The fun will begin at 2 pm at various bars in and around the Historic District area. Event goers will have until 6 pm to visit all the stops along the way before reporting back to Market Square Park for their official Saint Arnold pint glass. At the park, crawlers can celebrate a job well done and enjoy live music as well as Greek eats from Niko Niko's. 2-6 pm

MOVIES UNDER THE STARS

Ditch the traditional theater and bring your blanket and lawn chairs to Downtown! Join us for a free screening of these classic films under the stars:

April 8 Ferris Bueller's Day Off (PG-13) 1986, 103 min, 8 pm

May 6 Big (PG) 1988, 104 min, 8 pm

June 10 A Raisin in the Sun (PG) 1961, 128 min, 8:30 pm

July 15 There's Something About Mary (R) 1998, 130 min, 8:30 pm

Aug 5 Breakfast Club (R) 1985, 97 min, 8 pm