



Board of Directors Meeting
April 14, 2022

**Houston Downtown Management District
Board of Directors Meeting
April 14, 2022**

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

March 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 March 10, 2022, at 12:16 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	Roland Kennedy
Genora Boykins	Nick Massad III
Wendy Cloonan	Sherea A. McKenzie
Clay Crawford	Kenny Meyer
Marcus Davis	John Mooz
Jacques D’Rovencourt	Cat Nguyen
Matt Damborsky	Randy Pryor
Terry Demchak	Edna Ramos
Irma Galvan	Scott Repass
Marian Harper	Grace Rodriguez
Gilbert A. Herrera	Frank Staats
C.C. Huang	Richard Torres
Angus Hughes	Valerie M. Williams
Toni M. Jackson	Ted Zwiég
Robbi Jones	

and all the above were present, with the exception of Directors Wendy Cloonan, Marcus Davis, Terry Demchak, Jacques D’Rovencourt, Gilbert Herrera, Angus Hughes, Robbi Jones, Sherea McKenzie, Kenny Meyer, John Mooz, Randy Pryor, Frank Staats, Valerie Williams and Ted Zwiég.

Also present were Kristopher Larson, President/CEO; Jackie Traywick, COO; Jana Gunter, Director of Finance; Allen Douglas, General Counsel; Jamie Perkins, Assistant Secretary; Staff members Christal Ayala, Angie Bertinot, Brett DeBord, Scott Finke, Jacque Gonzalez, Keith Gould, Lonnie Hooeboom, Ellen Johnson, James Kennedy, Dusty McCartney, Shelby Roth, and Jordan Smith of the District; Algenita Davis, consultant to the District; Varun Cidambi, Robert Pieroni and Kim Scates of Central Houston, Inc.; and Barron Wallace of Bracewell LLP.

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 12:18 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 February 10, 2022 Board meeting. It was noted that Vice Chair Ted Zweig presided over this meeting instead of Chair Leslie Ashby as she was unable to attend the February meeting.

Upon a motion duly made and seconded, the Board approved the February 10, 2022 minutes as revised.

ITEMS PERTAINING TO FINANCE AND ADMINISTRATIVE MATTERS

Approval of Financial Statements and Ratification of Expenditures

Chair Ashby called on Jackie Traywick to begin discussion on the interim financial statements and check registers for the period ending February 28, 2022. Ms. Traywick opened the topic, then called on Jana Gunter to present. Ms. Gunter covered highlights of the February check registers and financials. She called for questions or comments.

There being none, upon a motion duly made and seconded, the Board approved the interim financial statements and check registers for the period ending February 28, 2022 as presented.

Resolution of Appreciation for Retiring Director

Chair Ashby presented to the Board a framed Resolution of Appreciation honoring Frank Staats. Mr. Staats was unable to attend; however, all Directors present acknowledged his long tenure, contributions and service with the District. She noted the framed resolution presented will be delivered to Mr. Staats.

COMMITTEE SPOTLIGHT

Capital Projects: Trebly Park Construction Progress

Angie Bertinot opened this topic by sharing a brief history of Trebly Park. She talked about milestone dates and played a drone video which showed an aerial timelapse view of construction from the beginning to present date.

Next, Dusty McCartney, Construction Project Manager for the District, shared details about the construction process. He touched on several construction phases including soil preparation and dirt work, installation of water pipe and storm drains, pouring of concrete and the placement of awnings and buildings. Discussion ensued, and questions were asked and answered.

The District's Planning & Design Coordinator, Jacque Gonzalez, introduced herself and shared a presentation highlighting details about the park's fixtures, furniture, signage, playscapes, and the area surrounding the dog park. Discussion ensued, questions were asked and answered. No further action was required.

Marketing: Trebly Park Programming

Next, Ms. Bertinot spoke about park programming. She stated the goal is to keep use and events unique and offer something for everyone. Ideas for events and use were shared, such as those for families and kids, workday breaks, evening concerts and other weekend type events. Ms. Bertinot noted the park

has partnered with the YMCA to offer fitness programs in the park. Next, she touched on additional amenity ideas involving strategically placed QR codes. Discussion ensued, and questions were asked and answered. No additional action was required.

PROGRAM AUTHORIZATIONS

Operation

Lonnie Hoogeboom presented an item which authorizes the President/CEO to execute an amended agreement with Central Houston Civic Improvement and related expenditures for planning associated with the North Houston Highway Improvement project, in an amount not to exceed \$250,000.

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

PROGRAM UPDATES

Operations

Mr. DeBord provided an update on Operations matters for the prior month. Discussion took place and questions were asked and answered. No action was required.

Economic Development Program

Mr. Pieroni touched on highlights for economic development matters for the month prior. Questions were asked and answered, and discussion took place. No further action was required.

Planning, Design and Capital Projects

Mr. Hoogeboom shared an update on planning, design and capital projects. Discussion ensued, and questions were asked and answered. No further action was required.

Marketing and Communications Report

Ms. Bertinot provided an update on marketing and communications for the prior month. Questions were asked and answered. Discussion did not take place. No action was required.

DIRECTORS' QUESTIONS ON OTHER INITIATIVES

There were no questions.

OTHER BUSINESS

Chair Ashby stated that the next meeting is scheduled for April 14, 2022. There being no further business to come before the Board, the meeting was adjourned at 1:28 p.m.

Jamie Perkins, Assistant 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 March 31, 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' in a cursive, lowercase style.

Houston, Texas
April 8, 2022

**Houston Downtown Management District
Governmental Fund Balance Sheets and
Statement of Net Position
March 31, 2022 and March 31, 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	\$ 19,096,600	\$ 4,326,377	\$ 23,422,978	\$ 19,109,692	\$ 4,974,138	\$ 24,083,829
Assessments Due	538,685	50,110	588,795	415,030	39,007	454,037
Accounts Receivable	541,255	-	541,255	410,175	4,800	414,975
Prepaid Expense	26,235	-	26,235	26,235	-	26,235
Inventory	-	-	-	-	-	-
Property & Equipment, Net	701,596	10,968	712,564	770,026	32,505	802,531
Intercompany Rec/Pay	(1,233,870)	1,233,870	-	(83,960)	83,960	-
Total Assets	\$ 19,670,501	\$ 5,621,325	\$ 25,291,826	\$ 20,647,198	\$ 5,134,409	\$ 25,781,608
Liabilities						
Accounts Payable & Accrued Expenses	\$ 1,149,197	\$ 43,000	\$ 1,192,197	\$ 1,365,906	\$ 35,000	\$ 1,400,906
Deferred Revenue & Reserve for Refunds	1,241,004	115,287	1,356,291	1,167,406	108,524	1,275,930
Total Liabilities & Deferred Revenue	2,390,200	158,287	2,548,488	2,533,312	143,524	2,676,836
Fund Balances						
Unreserved, Undesignated	16,480,301		16,480,301	17,313,886		17,313,886
Unreserved, Designated for Catastrophy	800,000		800,000	800,000		800,000
Reserved for Capital Projects		5,463,038	5,463,038		4,990,885	4,990,885
	17,280,301	5,463,038	22,743,339	18,113,886	4,990,885	23,104,771
Total Liabilities, Deferred Revenue & Fund Balances	\$ 19,670,501	\$ 5,621,325	\$ 25,291,826	\$ 20,647,198	\$ 5,134,409	\$ 25,781,608

Houston Downtown Management District
Statement of Activities
Three Months Ended March 31, 2022

	<u>Operating YTD Actual</u>	<u>Capital YTD Actual</u>	<u>Total YTD Actual</u>	<u>YTD Budget</u>	<u>Fav (Unfav) Variance</u>
Revenues					
Assessment Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Revenue	114,064	-	114,064	136,845	(22,781)
Project Revenue	11,629	-	11,629	10,625	1,004
Salary Reimbursements	(18,355)	-	(18,355)	12,500	(30,855)
Interest Income	2,503	1,712	4,215	4,000	215
Total Revenues	\$ 109,841	\$ 1,712	\$ 111,553	\$ 163,970	\$ (52,417)
Expenses					
Downtown Feels Safe & Comfortable at All Times					
Collaboration to Maintain Low Crime Rate	\$ 471,213	\$ -	\$ 471,213	\$ 621,539	\$ 150,325
Reduced Presence of Homeless & Street Persons	84,124	-	84,124	327,628	243,504
Downtown Sidewalks are Comfortably Lighted	28,771	-	28,771	30,305	1,535
Downtown Clean & Well-Kept Appearance	949,698	-	949,698	996,886	47,188
Remove Signs of Disorder in Downtown	8,720	-	8,720	10,319	1,599
Prepare for Emergencies	24,223	-	24,223	27,983	3,759
	1,566,748	-	1,566,748	2,014,660	447,911
Public Realm is Charming, Inviting, Beautiful & Celebrates the Life of the City					
Key Pedestrian Streets are Inviting	15,578	-	15,578	10,628	(4,950)
Public Spaces Managed, Programmed, & Delightful	182,327	-	182,327	214,331	32,003
Place of Civic Celebration	84,048	-	84,048	220,074	136,026
	281,954	-	281,954	445,033	163,079
Accessible to Region & Easy to Get Around					
Effective Transit Access More Places, More Hours	2,742	-	2,742	2,783	41
Convenient Circulation Without Personal Vehicle	-	-	-	-	-
Easy To Find Way Around	14,522	-	14,522	45,077	30,554
Connect Neighbors & Districts Inside/Outside Downtown	2,583	-	2,583	2,625	42
Convenient, Understandable & Managed Parking	2,600	-	2,600	2,639	39
	22,447	-	22,447	53,124	30,677
Vibrant, Sustainable Mixed-Use Place					
Best Place to Work in Region	134,906	-	134,906	101,465	(33,440)
Exciting Neighborhoods to Live In	149,136	-	149,136	31,704	(117,432)
Competitive Shopping Place	4,362	-	4,362	4,425	63
Remarkable Destination for Visitors	15,459	-	15,459	15,720	261
	303,863	-	303,863	153,315	(150,548)
Downtown's Vision & Offering Understood By All					
Market to Region	194,365	-	194,365	322,216	127,851
Promote Downtown's Ease of Use	6,935	-	6,935	7,039	104
Vision/Development Framework Understood By All	321,516	-	321,516	366,995	45,479
Tools to Assist Continued Redevelopment	21,103	-	21,103	15,281	(5,822)
Develop & Maintain Information to Support Downtown	7,935	-	7,935	20,993	13,058
	551,853	-	551,853	732,524	180,671
District Governance & Service Known for Excellence					
Engage Stakeholders in Decision Making	176,045	-	176,045	172,308	(3,737)
Communications to Owners, Tenants & Others	8,709	-	8,709	8,518	(192)
Preservation of Districts' Capital Assets	43,944	-	43,944	35,000	(8,944)
	228,699	-	228,699	215,826	(12,873)
Capital Improvement & Expenditures					
Downtown Feels Safe & Comfortable	-	-	-	-	-
Public Realm is Charming, Inviting, & Beautiful	-	20,529	20,529	442,500	421,972
Accessible to Region & Easy to Get Around	-	79,500	79,500	50,000	(29,500)
Vibrant, Sustainable Mixed-Use Place	-	13,461	13,461	10,000	(3,461)
Downtown's Vision & Offering Understood By All	-	-	-	-	-
Capital Replacement Expenditure	-	72,822	72,822	71,750	(1,072)
	-	186,312	186,312	574,250	387,938
Total Expenses	\$ 2,955,563	\$ 186,312	\$ 3,141,875	\$ 4,188,731	\$ 1,046,856
Depreciation Expense	21,619	3,283	24,901	24,538	(363)
Excess of Revenue Over Expenses GAAP Basis	\$ (2,867,341)	\$ (187,882)	\$ (3,055,223)	\$ (4,049,299)	\$ 994,076

Houston Downtown Management District
Statement of Activities
Three Months Ended March 31, 2022 and March 31, 2021

	Operating YTD Actual	Capital YTD Actual	2022 Total YTD Actual	2021 Total YTD Actual	Fav (Unfav) Variance
Revenues					
Assessment Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operations Revenue	114,064	-	114,064	94,821	19,242
Project Revenue	11,629	-	11,629	7,542	4,088
Salary Reimbursements	(18,355)	-	(18,355)	39,238	(57,593)
Interest Income	2,503	1,712	4,215	4,630	(416)
Total Revenues	\$ 109,841	\$ 1,712	\$ 111,553	\$ 146,232	\$ (34,679)
Expenses					
Downtown Feels Safe & Comfortable at All Times					
Collaboration to Maintain Low Crime Rate	\$ 471,213	\$ -	\$ 471,213	\$ 516,525	\$ 45,312
Reduced Presence of Homeless & Street Persons	84,124	-	84,124	91,061	6,938
Downtown Sidewalks are Comfortably Lighted	28,771	-	28,771	20,519	(8,252)
Downtown Clean & Well-Kept Appearance	949,698	-	949,698	865,279	(84,418)
Remove Signs of Disorder in Downtown	8,720	-	8,720	8,774	54
Prepare for Emergencies	24,223	-	24,223	23,347	(876)
	1,566,748	-	1,566,748	1,525,506	(41,243)
Public Realm is Charming, Inviting, Beautiful & Celebrates the Life of the City					
Key Pedestrian Streets are Inviting	15,578	-	15,578	14,064	(1,514)
Public Spaces Managed, Programmed, & Delightful	182,327	-	182,327	127,369	(54,958)
Place of Civic Celebration	84,048	-	84,048	608,706	524,658
	281,954	-	281,954	750,139	468,185
Accessible to Region & Easy to Get Around					
Effective Transit Access More Places, More Hours	2,742	-	2,742	152,834	150,092
Convenient Circulation Without Personal Vehicle	-	-	-	7,713	7,713
Easy To Find Way Around	14,522	-	14,522	18,995	4,473
Connect Neighbors & Districts Inside/Outside Downtown	2,583	-	2,583	2,154	(429)
Convenient, Understandable & Managed Parking	2,600	-	2,600	1,892	(708)
	22,447	-	22,447	183,587	161,140
Vibrant, Sustainable Mixed-Use Place					
Best Place to Work in Region	134,906	-	134,906	90,869	(44,037)
Exciting Neighborhoods to Live In	149,136	-	149,136	90,259	(58,877)
Competitive Shopping Place	4,362	-	4,362	6,362	2,000
Remarkable Destination for Visitors	15,459	-	15,459	12,579	(2,880)
	303,863	-	303,863	200,069	(103,794)
Downtown's Vision & Offering Understood By All					
Market to Region	194,365	-	194,365	215,616	21,252
Promote Downtown's Ease of Use	6,935	-	6,935	6,294	(641)
Vision/Development Framework Understood By All	321,516	-	321,516	382,809	61,293
Tools to Assist Continued Redevelopment	21,103	-	21,103	20,762	(341)
Develop & Maintain Information to Support Downtown	7,935	-	7,935	9,556	1,621
	551,853	-	551,853	635,038	83,185
District Governance & Service Known for Excellence					
Engage Stakeholders in Decision Making	176,045	-	176,045	175,171	(875)
Communications to Owners, Tenants & Others	8,709	-	8,709	12,746	4,037
Preservation of Districts' Capital Assets	43,944	-	43,944	35,999	(7,945)
	228,699	-	228,699	223,916	(4,783)
Capital Improvement & Expenditures					
Downtown Feels Safe & Comfortable	-	-	-	-	-
Public Realm is Charming, Inviting, & Beautiful	-	20,529	20,529	-	(20,529)
Accessible to Region & Easy to Get Around	-	79,500	79,500	55,878	(23,622)
Vibrant, Sustainable Mixed-Use Place	-	13,461	13,461	8,272	(5,189)
Downtown's Vision & Offering Understood By All	-	-	-	-	-
Capital Replacement Expenditure	-	72,822	72,822	189,054	116,231
	-	186,312	186,312	253,204	66,892
Total Expenses	\$ 2,955,563	\$ 186,312	\$ 3,141,875	\$ 3,771,458	\$ 629,583
Depreciation Expense	21,619	3,283	24,901	27,983	3,082
Excess of Revenue Over Expenses GAAP Basis	\$ (2,867,341)	\$ (187,882)	\$ (3,055,223)	\$ (3,653,209)	\$ 597,986

Houston Downtown Management District Variance Analysis Three Months Ended March 31, 2022

Operating Budget

- 1) Revenue-Operations revenue is (\$18K) behind in fountain reimbursement and (\$5) behind in trash program subscriptions. Salary reimbursements reflect \$19K payable 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 \$86K in Downtown Public Safety Guides and \$67K in Private Security. Over budget (\$2K) in Off Duty Officers.
- 3) Goal 1b-Reduced Presence of Homeless & Street Persons-Ahead of budget \$249K in homeless outreach programs. Over budget (\$6K) in staffing.
- 4) Goal 1d-Downtown Noted for Cleanliness & Well-Kept Appearance-Over budget (\$53K) in Street Teams cleaning sidewalks and bus stops. Ahead of budget \$7K in trash collections, \$61K in landscaping and tree maintenance, \$15K in irrigation maintenance and repair, \$11K in the operations center and \$5K in staffing.
- 5) Goal 1f-Prepare for Emergencies-Ahead of budget \$3K in Emergency Operations Center-monitoring equipment and generator.
- 6) Goal 2a-Key Pedestrian Streets Are Inviting-Over budget (\$5K) in floral displays.
- 7) Goal 2b-Key Public Spaces Programmed and Delightful-Ahead of budget \$7K in Main Street Square maintenance, over budget (\$2K) in Market Square Park maintenance and \$9K in staffing. Event programming ahead of budget \$18K.
- 8) Goal 2c-Place of Civic Celebration-Ahead of budget \$99K in Art Blocks program, \$12K in seasonal banner program, \$7K in banner/pot maintenance, \$21K on Allen Parkway Maintenance reimbursed by DRA and \$5K for holiday logistics. Over budget (\$8K) for Retail Support - Holiday Promotions.
- 9) Goal 3c-Easy to Find Way Around-Ahead of Budget \$30K for Wayfinding - Above & Below Map.
- 10) Goal 4a-Best Place to Work in Region-Over Budget (\$33K) for posting of April reimbursement to CHI economic development program in March.
- 11) Goal 4b-Exciting Neighborhoods To Live In-Over budget (\$118K) budget due to DLI payouts for years 2020-2021 forecasted to paid out in June, 2022.
- 12) Goal 5a-Market to Region-Ahead of budget \$127K in marketing expenditures.
- 13) Goal 5c-Vision/Development - Ahead of budget \$50K committed to a traffic study not yet funded. Over budget (\$5K) in staffing.
- 14) Goal 5d-Tools to Assist Continued Redevelopment - Over budget (\$6K) in staffing.
- 15) Goal 5e-Develop & Maintain Information to Support Downtown - Ahead of budget \$13K in staffing.
- 16) Goal 6a-Engage Stakeholders in Decision Making - Ahead of budget \$7K in administrative expenses (assessment collection and legal expenses). Over budget (\$6K) in planning, design and construction, and (\$6K) in staffing.
- 17) Goal 6c-Preservation of District's Capital Assets - Over budget (\$9K) in insurance expense coming in higher than projected.

Capital Budget

- 18) Ahead of budget \$163K for Banners, \$239K for Market Square Park (Lawn & Paving) and \$20,000 for Trebly Park furnishings.
- 19) Ahead of budget \$39K for Vehicular and Pedestrian Wayfinding. Over budget (\$68K) for Southeast Sidewalks TxDOT project.
- 20) Ahead of budget \$8K in Retail Challenge Grants forecasted for the first quarter and not paid and over budget (\$11K) due to DLI payments are forecasted to be paid in June, 2022.

HOUSTON DOWNTOWN MANAGEMENT DISTRICT

AP Check Register (Current by Bank)

Check Dates: 3/1/2022 to 3/31/2022

Check No.	Date	Vendor ID	Payee Name	Amount
BANK ID: A - OPERATING ACCT-JPMORGAN				101.000
* 34578	03/01/22	1200	CENTRAL HOUSTON, INC	\$237,065.89
*				
34594	03/02/22	1812	ANNETTE MICHELLE MARIN	\$380.00
34595	03/02/22	1225	CENTRAL HOUSTON CIVIC IMPROVEM	\$33,726.41
34596	03/02/22	1540	CITY OF HOUSTON (WATER DEPT)	\$5,425.93
34597	03/02/22	4210	IMAGESET DIGITAL	\$1,913.80
34598	03/02/22	4441	IT EQUIPMENT FINANCING,LLC	\$304.73
34599	03/02/22	6298	JORDAN SMITH	\$44.99
34600	03/02/22	5987	MAINTENANCE TO GO	\$6,695.25
34601	03/02/22	5961	MELISSA TAYLOR	\$1,200.00
34602	03/02/22	6085	MENDEL CREATIVE SOLUTIONS	\$4,936.00
34603	03/02/22	9113	NCTP-CPAS PLLC	\$1,242.80
34604	03/02/22	7400	PFEIFFER & SON, LTD	\$7,783.74
34605	03/02/22	8119	ROADRUNNER RECYCLING, INC	\$1,797.80
34606	03/02/22	8353	SPLICE OF LIFE PRODUCTIONS LLC	\$38,480.52
34607	03/02/22	0596	STRIKE MARKETING	\$19,500.00
34608	03/02/22	0843	THE BLACK SHEEP AGENCY	\$10,605.00
34609	03/02/22	3948	THE HARRIS CENTER FOR	\$10,331.67
34610	03/02/22	5548	THE KUPER GROUP	\$450.00
34611	03/02/22	8609	TOUCH & AGREE PROPERTY	\$2,769.00
34612	03/02/22	9067	WASTE MANAGEMENT OF TEXAS, INC	\$24.58
34613	03/11/22	0353	ALL AMERICAN POLY	\$9,330.00
34614	03/11/22	999967	AMERANT	\$17.43
34615	03/11/22	0490	ASSOCIATED LANDSCAPE SERVICES	\$25,977.42
34616	03/11/22	9819	BRYAN K BENNETT	\$1,896.03
34617	03/11/22	1225	CENTRAL HOUSTON CIVIC IMPROVEM	\$250,000.00
34618	03/11/22	1540	CITY OF HOUSTON (WATER DEPT)	\$375.00
34619	03/11/22	1665	COLOR SPECIALISTS LANDSCAPING	\$1,964.75
34620	03/11/22	1801	DIRECTV	\$96.98
34621	03/11/22	3295	GULF COAST DEVELOPMENT SERVICE	\$40,800.00
34621	03/17/22	3295	GULF COAST DEVELOPMENT SERVICE	(\$40,800.00)
34622	03/11/22	3550	HARDY & HARDY	\$3,558.95
34623	03/11/22	5211	KEITH GOULD	\$17.34
34624	03/11/22	5540	LINCOLN COLWELL	\$1,640.00
34625	03/11/22	5987	MAINTENANCE TO GO	\$4,800.00
34626	03/11/22	6994	NEUE CREATIVE	\$2,060.22
34627	03/11/22	7086	NORTHERN TOOL & EQUIPMENT	\$184.99
34628	03/11/22	9948	ORKIN PEST CONTROL	\$112.00
34629	03/11/22	7400	PFEIFFER & SON, LTD	\$7,677.21
34630	03/11/22	7783	PUBLIC CONTENT, LLC	\$7,500.00
34631	03/11/22	3400	RAFFLE PARKING COMPANY,LLC	\$900.00
34632	03/11/22	8034	RC SOLUTIONS, INC.	\$720.00
34633	03/11/22	8168	SEAL SECURITY SOLUTIONS, LLC	\$59,892.00
34634	03/11/22	0843	THE BLACK SHEEP AGENCY	\$6,930.00
34635	03/11/22	8763	UNIVERSAL PLUMBING SUPPLY CO.	\$369.59
34636	03/11/22	9140	WEINGARTEN ART GROUP	\$2,825.00
34637	03/11/22	9045	WESTERN FIRST AID & SAFETY	\$206.33
34638	03/11/22	9113	NCTP-CPAS PLLC	\$1,700.00
34639	03/11/22	8355	STERLING EXPRESS SERVICES, INC	\$164.00
34640	03/16/22	3288	BRACEWELL	\$937.50
34641	03/16/22	3278	BRENDA THOMPSON	\$3,000.00
34642	03/16/22	1689	CB CAFES MAIN, LLC	\$609.95
34643	03/16/22	1543	CITY OF HOUSTON	\$638.98
34644	03/16/22	3279	GRAINGER	\$38.51

HOUSTON DOWNTOWN MANAGEMENT DISTRICT

AP Check Register (Current by Bank)

Check Dates: 3/1/2022 to 3/31/2022

Check No.	Date	Vendor ID	Payee Name	Amount
BANK ID: A - OPERATING ACCT-JPMORGAN				101.000
34645	03/16/22	3510	H.B.S WAREHOUSE ASSOC.	\$3,364.58
34646	03/16/22	3550	HARDY & HARDY	\$2,900.00
34647	03/16/22	3573	HARRIS COUNTY TREASURER	\$8,853.00
34648	03/16/22	3771	HOLLY BERETTO	\$42,216.25
34648	03/16/22	3771	HOLLY BERETTO	(\$42,216.25)
34649	03/16/22	5710	LVA 4 HOUSTON GREENSTREET LP	\$19,996.30
34650	03/16/22	5703	MICHAEL LOESSIN	\$500.00
34651	03/16/22	6477	MORRIS MALAKOFF	\$350.00
34652	03/16/22	7400	PFEIFFER & SON, LTD	\$3,889.40
34653	03/16/22	8992	SHELBY ROTH	\$690.10
34654	03/16/22	0009	THOMAS PRINTWORKS	\$659.34
34655	03/16/22	8609	TOUCH & AGREE PROPERTY	\$2,769.00
34656	03/16/22	8763	UNIVERSAL PLUMBING SUPPLY CO.	\$148.00
34657	03/16/22	9081	WESTPARK COMMUNICATIONS, L.P	\$60.38
34658	03/16/22	9097	WHITE DISTRIBUTION SYSTEMS	\$950.00
34659	03/17/22	3712	1000 MAIN LLC	\$29,454.68
34660	03/17/22	99886	BG HOLDCO LLC	\$82,942.08
34661	03/17/22	99887	BRIAN HANDAL	\$61.08
34662	03/17/22	9932	FRANKLIN LOFTS LIMITED PARTNER	\$1,416.16
34663	03/17/22	99946	HON-HA RAY ENTERPRISES INC	\$411.25
34664	03/17/22	99889	HOUSTON PENNZOIL PLACE LP	\$2,937.50
34665	03/17/22	99890	MAFRIGE BUILDING COMPANY	\$288.11
34666	03/17/22	99888	ROSEMARY A COOK	\$37.60
34667	03/17/22	3298	GULF COAST PAVERS,INC.	\$40,800.00
34668	03/23/22	0490	ASSOCIATED LANDSCAPE SERVICES	\$9,962.00
34669	03/23/22	0027	AT&T	\$1,462.40
34670	03/23/22	0511	BLOCK BY BLOCK	\$467,948.14
34671	03/23/22	1540	CITY OF HOUSTON (WATER DEPT)	\$14,300.19
34672	03/23/22	1733	CRITERION PICTURES	\$375.00
34673	03/23/22	8695	DOG WASTE DEPOT	\$587.94
34674	03/23/22	2929	FORT BEND BATTERY & GOLF CARTS	\$8,548.14
34675	03/23/22	7896	JAMIE PERKINS	\$21.64
34676	03/23/22	4704	JOHNSON CONTROLS SECURITY	\$597.24
34677	03/23/22	5211	KEITH GOULD	\$47.19
34678	03/23/22	5987	MAINTENANCE TO GO	\$18,223.60
34679	03/23/22	7060	NEON ELECTRIC CORPORATION	\$1,639.00
34680	03/23/22	7712	POWER PEST CORP	\$7,820.00
34681	03/23/22	7781	PUBLICATION PRINTERS	\$16,998.67
34682	03/23/22	8042	R.A.C.E. REFRIGERATION AND AIR	\$550.00
34683	03/23/22	3400	RAFFLE PARKING COMPANY,LLC	\$900.00
34684	03/23/22	2550	SCOTT FINKE	\$21.60
34685	03/23/22	8552	TEXAS OUTHOUSE, INC.	\$432.55
34686	03/23/22	8562	TEXAS WASTE COMPANY	\$1,692.30
34687	03/23/22	8625	TRIK MOTORSPORTS LLC	\$9,000.00
34688	03/23/22	8900	VERIZON WIRELESS	\$697.47
34689	03/30/22	99883	601 TRAVIS OWNER LLC	\$14,324.21
34690	03/30/22	99881	ANDREW BENDER	\$140.24
34691	03/30/22	1225	CENTRAL HOUSTON CIVIC IMPROVEM	\$33,726.41
34691	03/31/22	1225	CENTRAL HOUSTON CIVIC IMPROVEM	(\$33,726.41)
34692	03/30/22	1735	CORE DESIGN STUDIO	\$10,500.00
34693	03/30/22	99932	DPR DOWNTOWN HOUSTON LLC	\$1,265.36
34694	03/30/22	99882	FINGER FSC CRAWFORD LTD	\$18,025.33
34695	03/30/22	3493	HM MARKET SQUARE LLC	\$17,269.28
34696	03/30/22	3771	HOLLY BERETTO	\$2,216.25

HOUSTON DOWNTOWN MANAGEMENT DISTRICT

AP Check Register (Current by Bank)

Check Dates: 3/1/2022 to 3/31/2022

Check No.	Date	Vendor ID	Payee Name	Amount
BANK ID: A - OPERATING ACCT-JPMORGAN				101.000
34697	03/30/22	5648	LINEBARGER GOGGAN BLAIR	\$2,860.70
34698	03/30/22	99884	MUNICIPAL CORRECTIONS FINANCE	\$83.04
34699	03/30/22	6981	NEARMAP US INC	\$8,500.00
34700	03/30/22	99937	SPUS9 HSTN SOUTH TOWER LP	\$4,056.92
34701	03/30/22	8388	STATE COMPTROLLER	\$38.50
34702	03/30/22	8315	SWANK MOTION PICTURES, INC	\$1,995.00
34703	03/30/22	99885	UG OLD HARDY LP	\$211.54
BANK A REGISTER TOTAL:				\$1,627,608.29
BANK ID: B - CAPITAL ACCT-JPMORGAN				102.000
3960	03/09/22	8572	TEXAS DEPT OF TRANSPORTATION	(\$10,040.00)
* 3964	03/02/22	0384	ANDERSON ARBOR SERVICES,LTD.	\$1,205.00
*				
3965	03/02/22	4001	HUITT~ZOLLARS, INC	\$30,903.60
3966	03/02/22	5987	MAINTENANCE TO GO	\$10,881.65
3967	03/09/22	8572	TEXAS DEPT OF TRANSPORTATION	\$10,040.00
3968	03/11/22	4001	HUITT~ZOLLARS, INC	\$29,903.20
3969	03/11/22	5987	MAINTENANCE TO GO	\$32,400.00
3970	03/11/22	8908	VIKING 308, LLC	\$2,500.00
3971	03/16/22	8894	LAUREN GRIFFITH INC	\$9,133.50
BANK B REGISTER TOTAL:				\$116,926.95
GRAND TOTAL :				\$1,744,535.24

**HOUSTON DOWNTOWN MANAGEMENT DISTRICT
INVESTMENT REPORT, AUTHORIZATION AND REVIEW
FOR THE PERIOD JANUARY 1, 2022 THROUGH MARCH 31, 2022**

FUND	BEGINNING BAL. BOOK VALUE	BEGINNING BAL. MARKET VALUE	GAIN (LOSS) TO MARKET FILE	INTEREST EARNED / ACCRUED THIS PERIOD	NET DEPOSITS OR (WITHDRAWALS)	ENDING BALANCE BOOK VALUE	ENDING BALANCE MARKET VALUE	ENDING BALANCE % OF PORTFOLIO	AVG DAILY YIELD	AVG WAM
HDMD										
OPERATING ACCOUNTS JP MORGAN CHASE										
OPERATING	(350,489.65)	(350,489.65)	0.00	0.00	13,400,330.29	13,049,840.64	13,049,840.64	55.71%	N/A	1.00
CAPITAL	129,224.26	129,224.26	0.00	0.00	422,860.05	552,084.31	552,084.31	2.36%	N/A	1.00
TOTAL	(221,265.39)	(221,265.39)	0.00	0.00	13,823,190.34	13,601,924.95	13,601,924.95	58.07%		1.00
POOLED FUNDS - TEXPOOL										
OPERATING	8,144,256.71	8,144,256.71	0.00	2,503.07	(2,100,000.00)	6,046,759.78	6,046,759.78	25.82%	0.0629%	53.00
CAPITAL	4,372,581.23	4,372,581.23	0.00	1,711.68	(600,000.00)	3,774,292.91	3,774,292.91	16.11%	0.0629%	53.00
TOTAL	12,516,837.94	12,516,837.94	0.00	4,214.75	(2,700,000.00)	9,821,052.69	9,821,052.69	41.93%		
TOTAL HDMD	12,295,572.55	12,295,572.55	0.00	4,214.75	11,123,190.34	23,422,977.64	23,422,977.64	100.00%		

**COMPLIANCE
STATEMENT
REVIEW**

**** THE INVESTMENTS (REPORTED ON ABOVE) FOR THE PERIOD ARE, TO THE BEST OF OUR KNOWLEDGE, IN COMPLIANCE WITH THE INVESTMENT STRATEGY EXPRESSED IN THE DISTRICT'S INVESTMENT POLICY AND THE PUBLIC FUNDS INVESTMENT ACT.

**** THIS REPORT AND THE DISTRICT'S INVESTMENT POLICY ARE SUBMITTED TO THE BOARD FOR ITS REVIEW AND TO MAKE ANY CHANGES THERETO AS DETERMINED BY THE BOARD TO BE NECESSARY AND PRUDENT FOR THE MANAGEMENT OF THE DISTRICT FUNDS.

SIGNATURE

ROBBIE JONES
TREASURER

TED ZWIEG
VICE PRESIDENT

LESLIE ASHBY
CHAIRMAN

KRIS LARSON
PRESIDENT - CEO

Houston Downtown Management District

Resolution of Appreciation

WHEREAS, REP. GARNET COLEMAN has dedicated over 30 years to public service in the Texas House of Representatives where his effective means of authorizing and crafting people-centered laws has made a lasting impact throughout his tenure that will continue to be felt long after his departure from the House, laws that directed funding for healthcare, higher education, criminal justice reform, affordable housing, LGBTQ+ rights and beyond, from which communities of Texans have had their quality of life improved; and

WHEREAS, REP. COLEMAN was instrumental in getting legislation passed that simplified access to children's Medicaid, which helped provide health care services to more than 600,000 who were eligible for the program; and

WHEREAS, REP. COLEMAN helped secure an increase of \$161.5 million for at-risk child care services as well as co-authored the bill that formed the Children's Health Insurance Program (CHIP) in Texas which has made low-cost health insurance available to more than 400,000 Texas children and helped to lengthen healthcare coverage for foster children, a commitment of knowledge and expertise that caused him to be selected by President Obama to serve on a working group of state legislators that helped craft and pass the Patient Protection and Affordable Care Act; and

WHEREAS, REP. COLEMAN has provided millions in funding for the prevention and treatment of cancer, HIV/AIDS and mental health over decades, secured millions of dollars in funding for Texas Southern University and Prairie View A&M University as well as made it possible for the University of Houston and other public Texas Universities to become competitive Tier 1 Universities; and

WHEREAS, REP. COLEMAN has worked diligently with his colleagues to usher in policies that would further bail reform, improve safety in county jails, and honor the memory of Sandra Bland by providing police officers with de-escalation training; and

WHEREAS, REP. COLEMAN has diligently defended the sacred right of eligible voters to cast their ballots and has been fighting to protect LGBTQ+ people from discrimination under the law since his tenure began in the 1990's, therefore protecting the ability for millions of Houstonians to participate in the democratic process; and

WHEREAS, REP. COLEMAN authored legislation that created the Houston Downtown Management, Midtown Management, East Downtown, Hobby Area, Montrose and Greater Southeast Management Districts, supporting the projects and programs of each

of these state-authorized districts. He wrote legislation to update Redevelopment Authority capabilities and was actively engaged in utilizing the affordable housing mandates of the Authorities, resulting in a unique housing initiative that will produce over 1,100 units of affordable housing; and

FURTHER WHEREAS, REP. COLEMAN authored venue legislation that allowed the creation of stadiums by local sports authorities and the construction, ownership and operation of convention center hotels, such as the Houston Hilton Americas Hotel, which resulted in transformative investments in Downtown Houston; and

NOW, THEREFORE, BE IT RESOLVED, the Houston Downtown Management District hereby commends REPRESENTATIVE GARNET COLEMAN for an exceptional career of more than 30 years brimming with legislative know-how and justice for all in order to best serve the people of Texas. We wish you the best in the next chapter of your life.

ADOPTED, on this 14th day of April 2022.

Central Houston, Inc.

DOWNTOWN OFFICE STORY

*2021 Competitive Market Analysis
Snapshot*

Data Collected and Analysis Compiled, January 1 – March 30, 2022

Unique Inventory Survey

Central Houston Inc.'s Office Story measures the 12-month Downtown competitive leasing cycle

- A unique Downtown Houston survey that includes:
 - All marketed space
 - Large available blocks / full floors
 - Tenants by industry
 - Sublease space on the market and by tenant
 - Multi-floor tenants
 - Large transactions / tenants new to Downtown
 - Operating expenses and property taxes by building
 - Downtown's largest tenants by industry and total amount of office space
 - Surveyed buildings organized into three distinct Tiers to better understand patterns in Downtown's top office towers including renovation and new construction
- Proprietary and longitudinal: Central Houston's Office Story in its 38th year; started in 1985 by Stewart O. Robinson, President, SOR Real Estate Advisors, LLC

Inventory Analysis

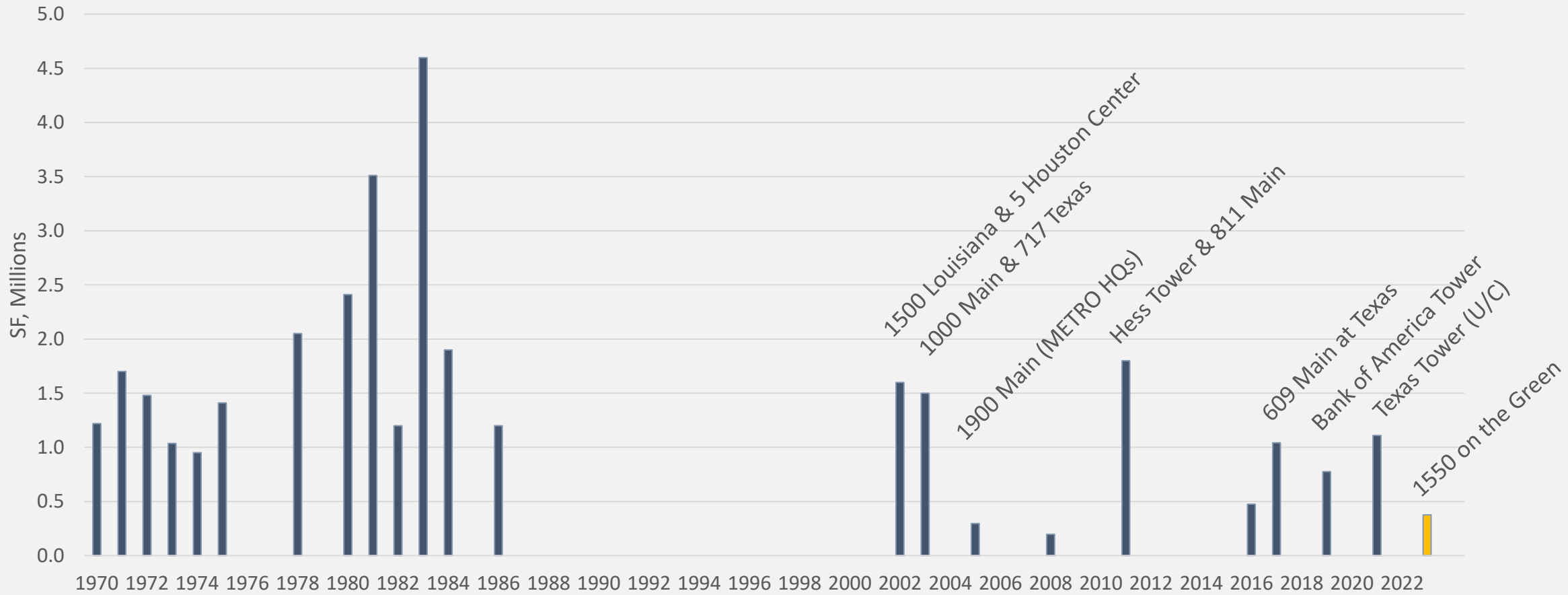
- Central Houston Inc. Office Story
 - Survey completed in January –March 2022 for all 2021 leasing activity
 - Approximately 37 Million SF (53 M SF)
 - 48 office buildings
 - More than 71% of all Downtown office space
 - More than 1.8 Million SF of Downtown leasing during 2021
 - 5% of surveyed space was a new lease, expansion or renewal
- Downtown Houston is region's largest office market with >23.6 million SF in lease activity since 2015, almost the same size as Uptown's total inventory (27.1 million SF), Houston's 2nd largest market

Surveyed Buildings

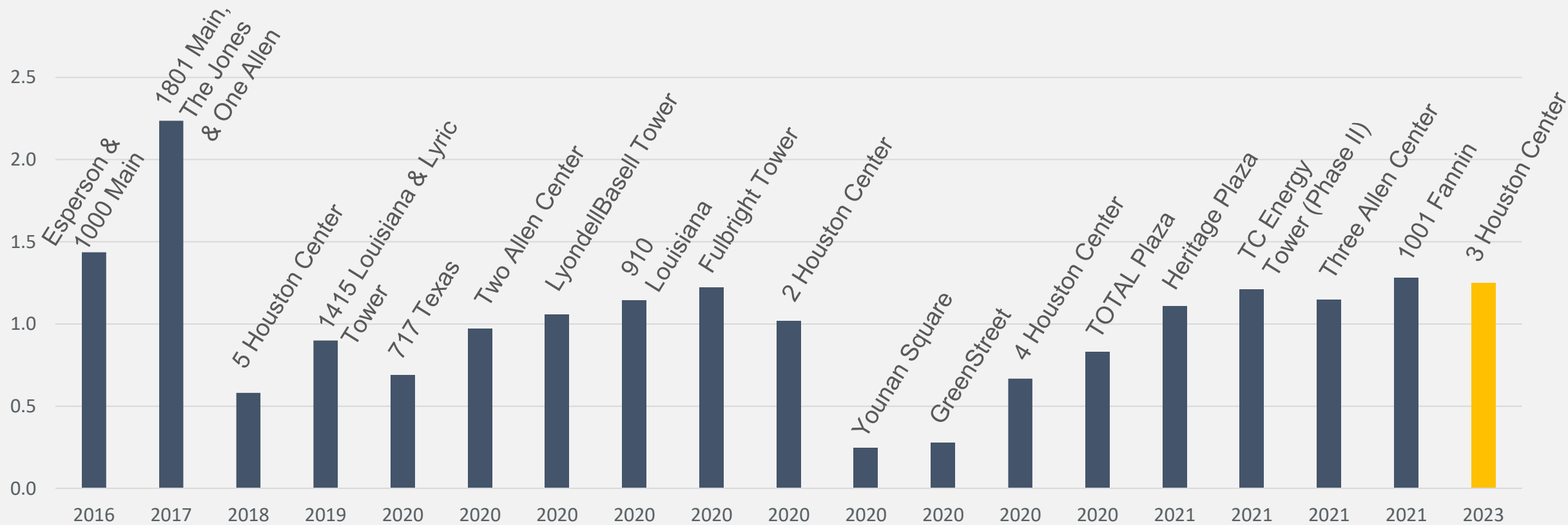
By Tier	2021 Building Count	2021 Total Rentable Square Feet
Tier 1	13	12,759,771
Tier 2	14	14,369,799
Tier 3	21	9,807,219
Total	48	36,936,789

- The addition of 1550 on the Green has brought the Tier I count to 13
- 1300 Main has been removed from Tier III, as it is owner-occupied (historical metrics still use data from 1300 Main)

Historical/Future Building Deliveries Timeline



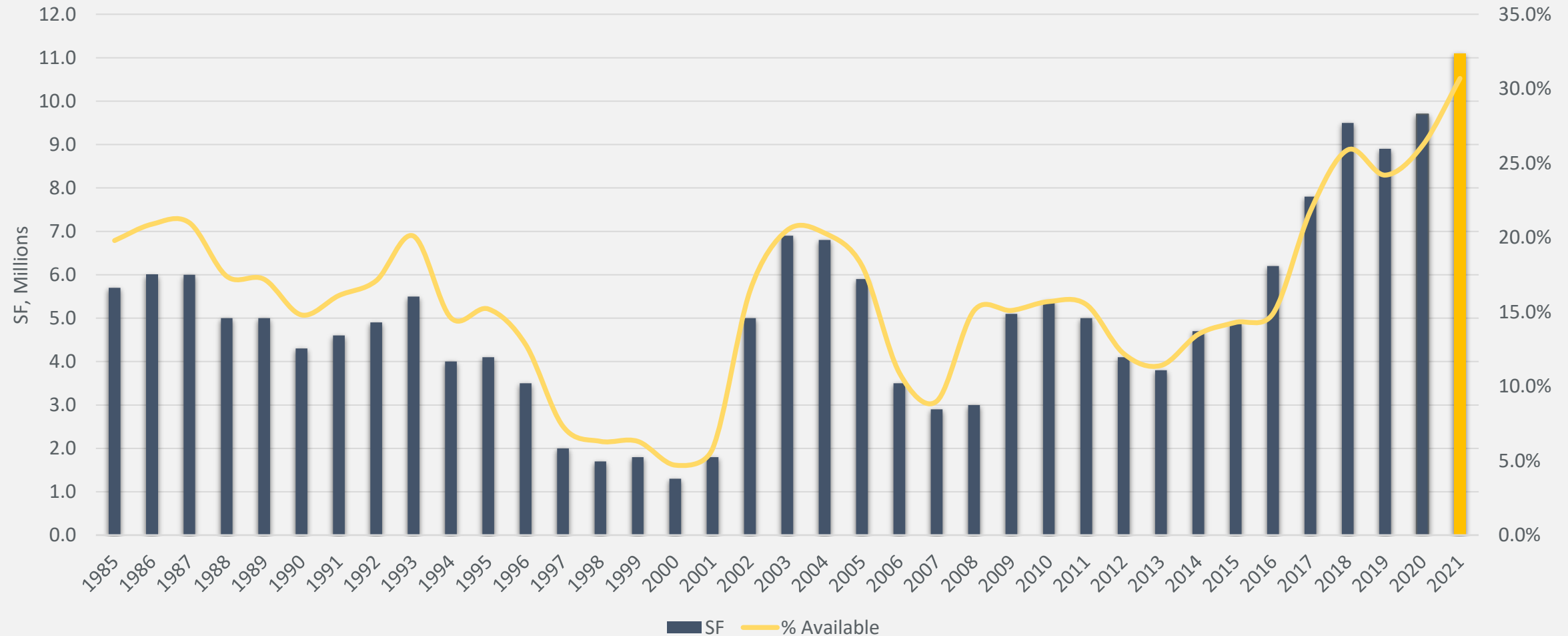
Building Renovations Timeline



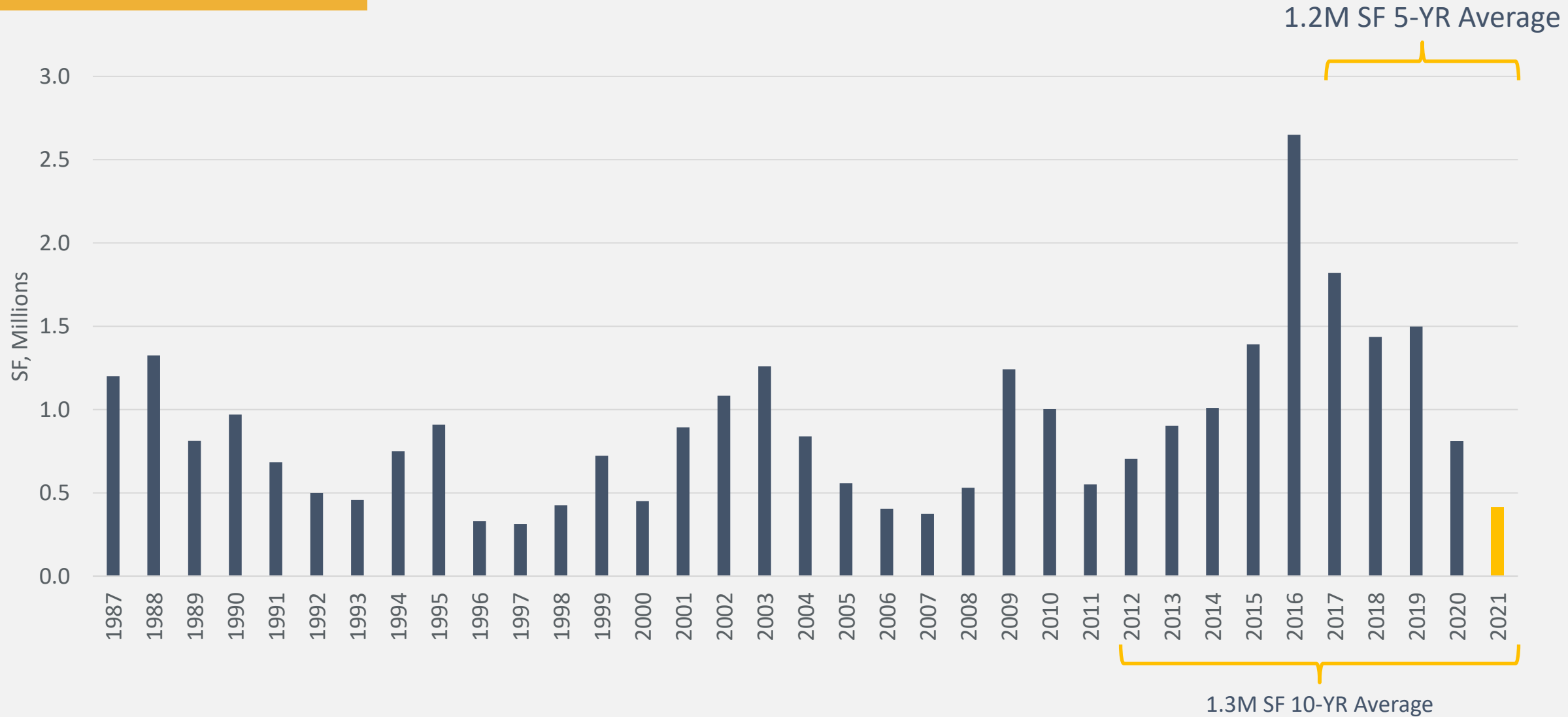
*Square Feet,

Historical Direct Marketed Space

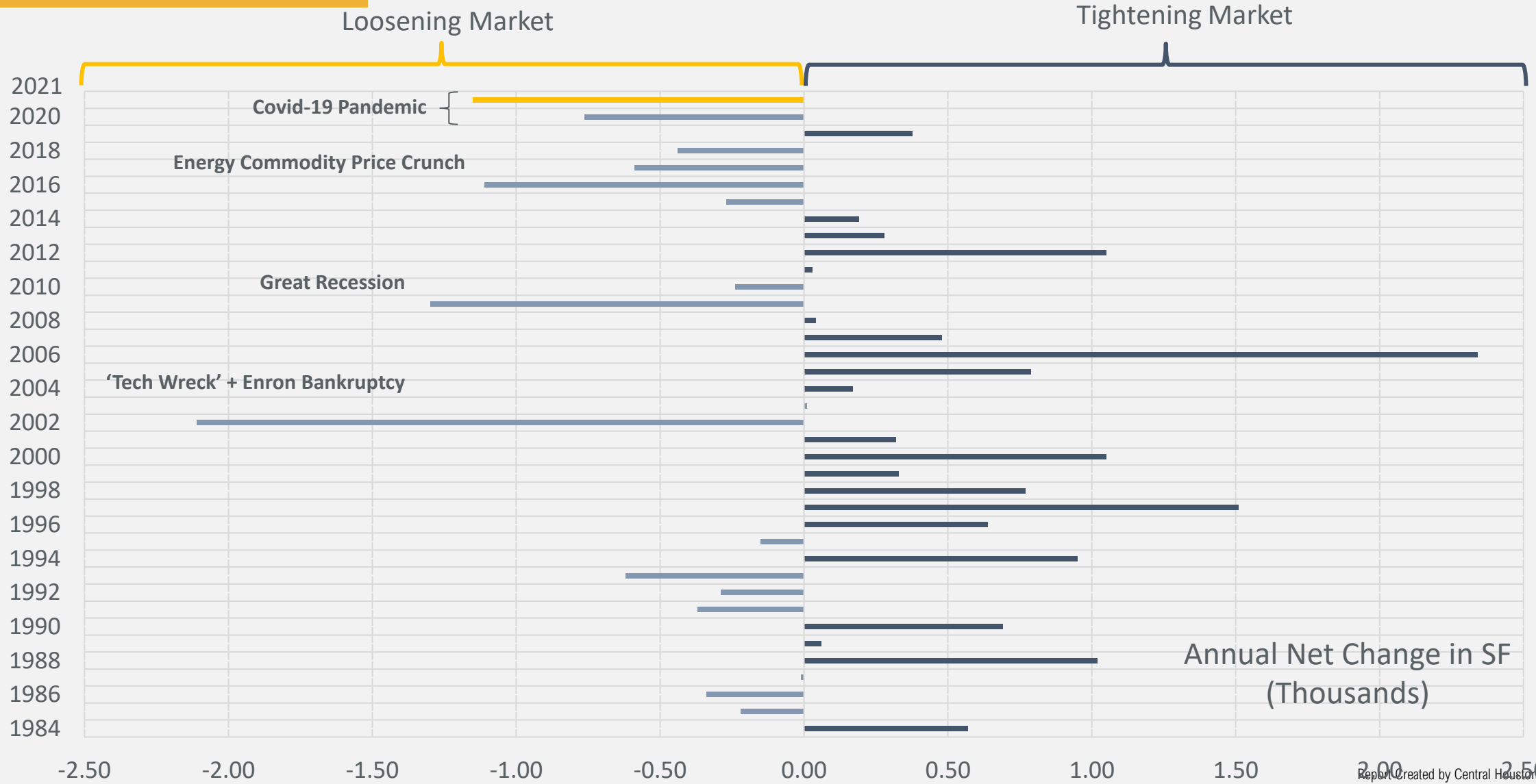
By % Direct Available & Available SF



Historical Sublease Full Floor Blocks

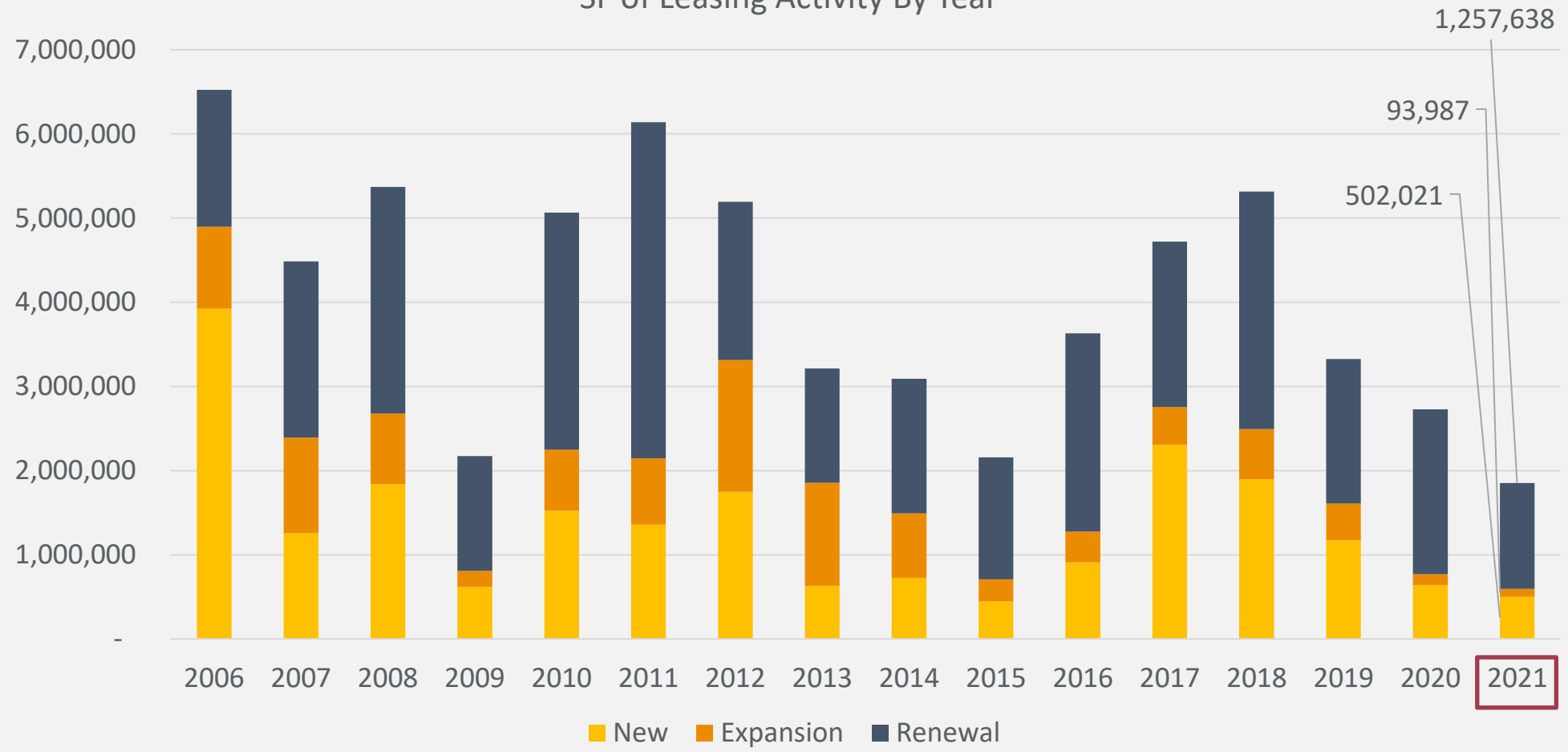


Marketed Space

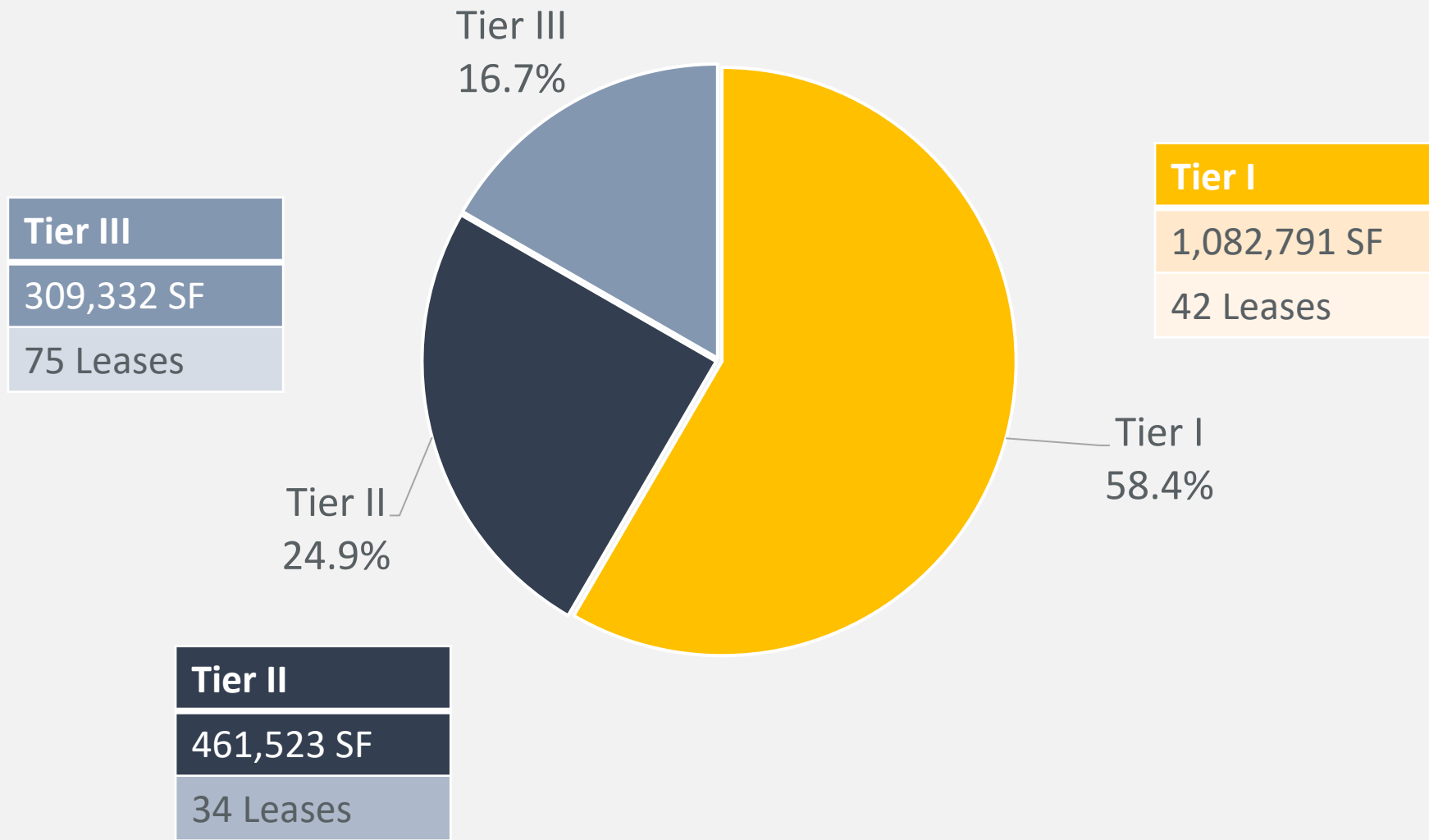


Transaction Volume

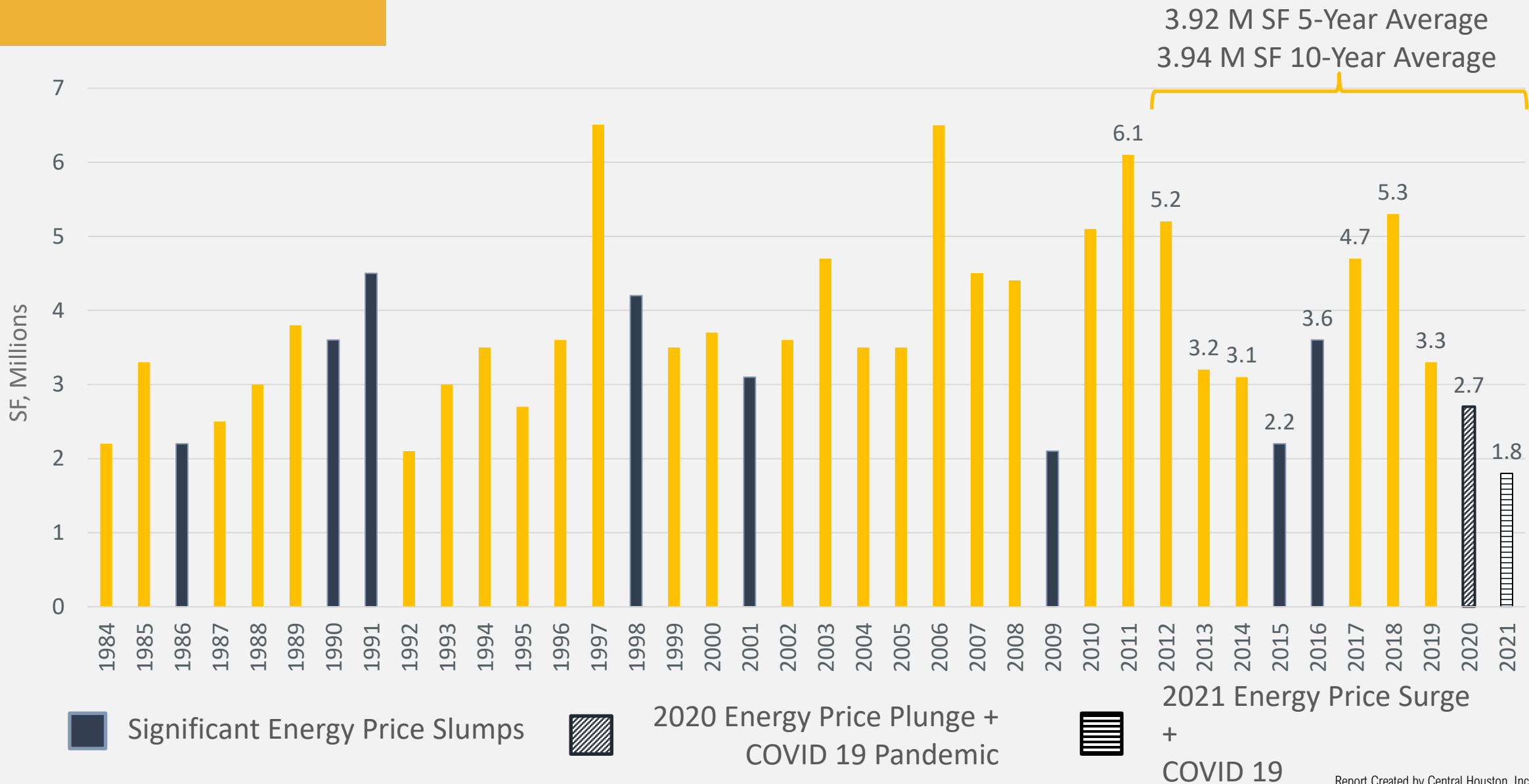
SF of Leasing Activity By Year



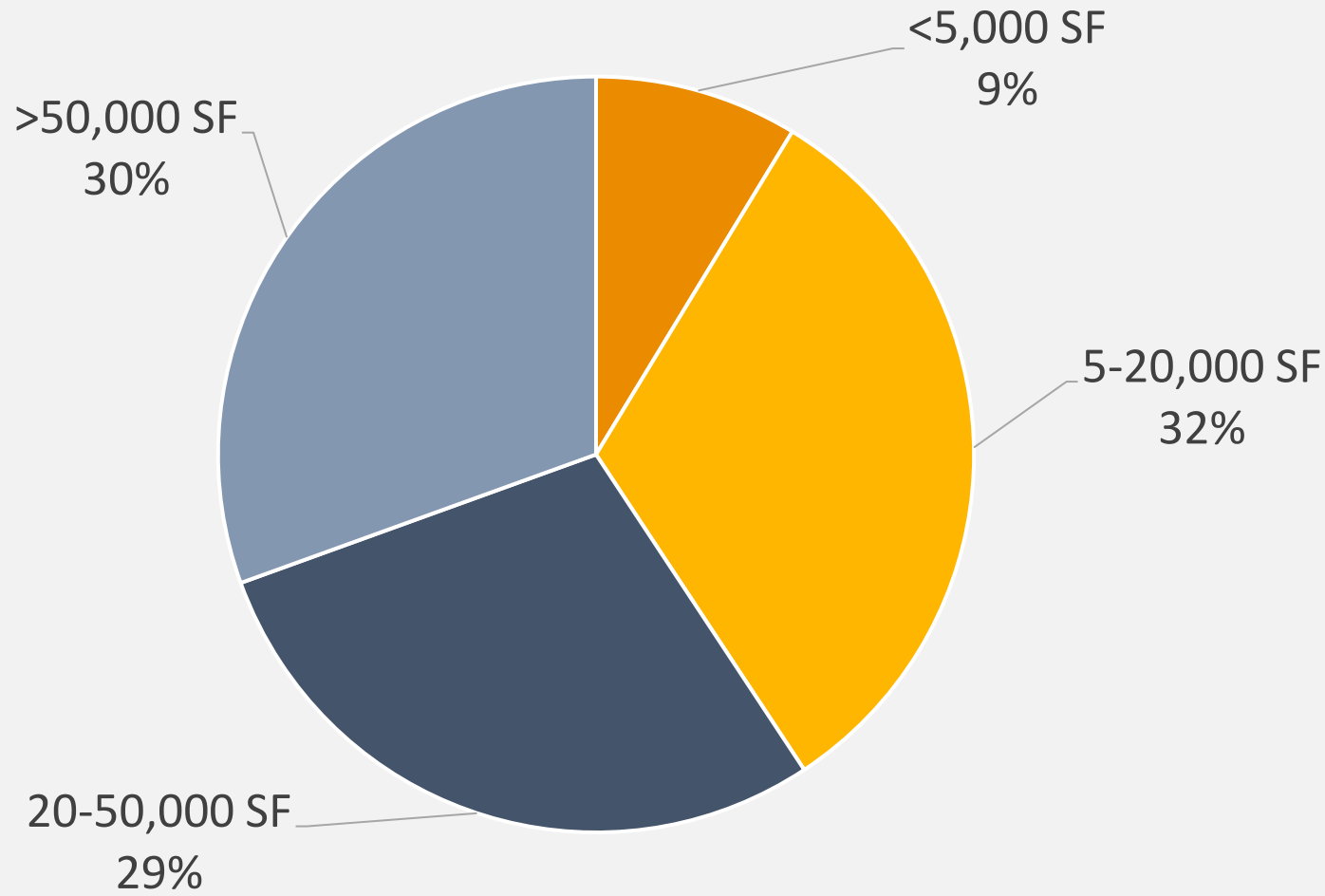
Activity by Tier (2021)



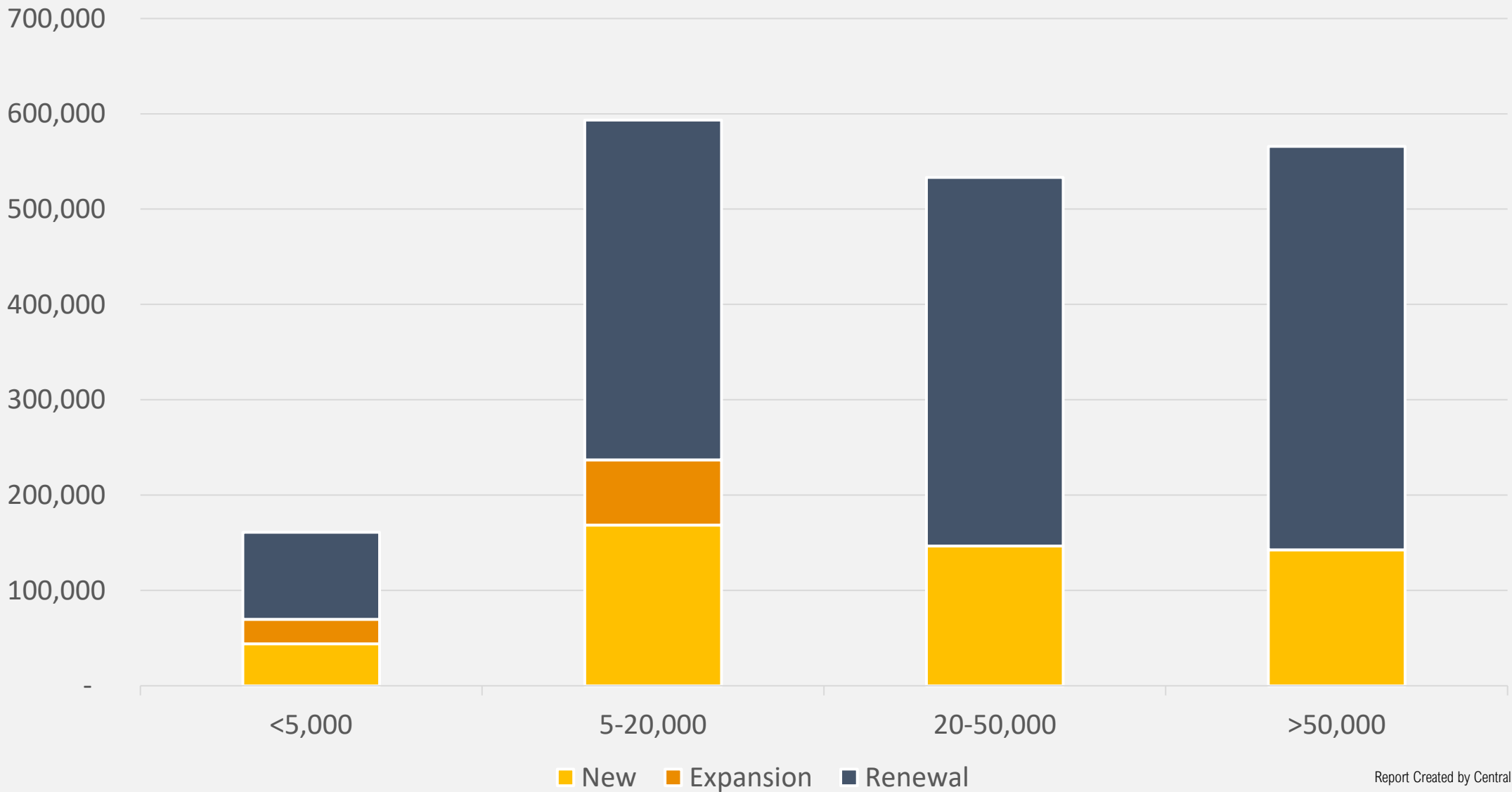
Leasing Trend



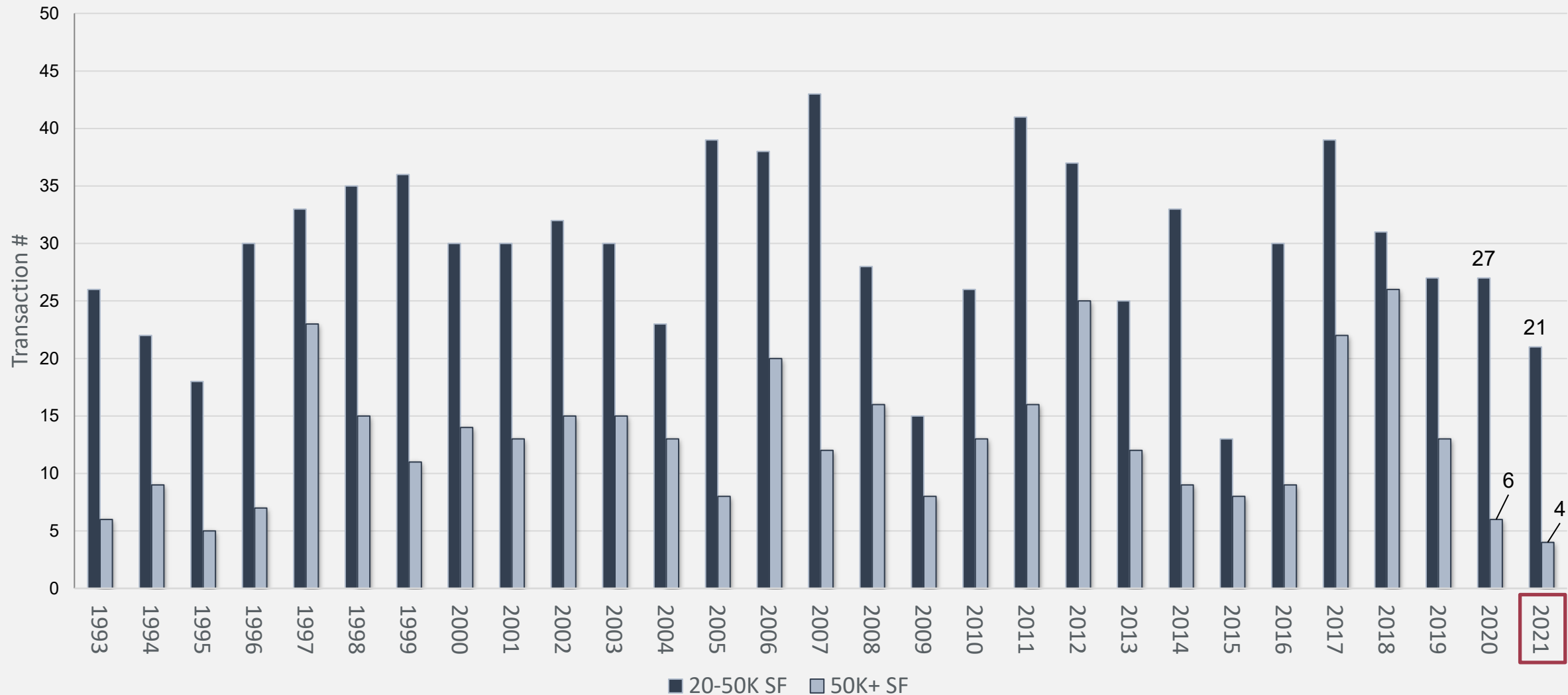
Activity by Size (2021)



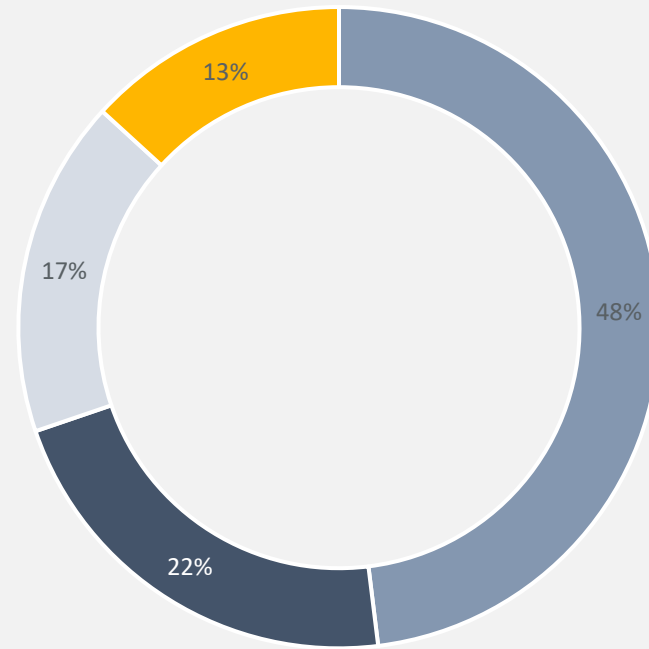
Leases by Size/Type



Large Transactions



Office Market by Industry



Class A Competitive Space



Other

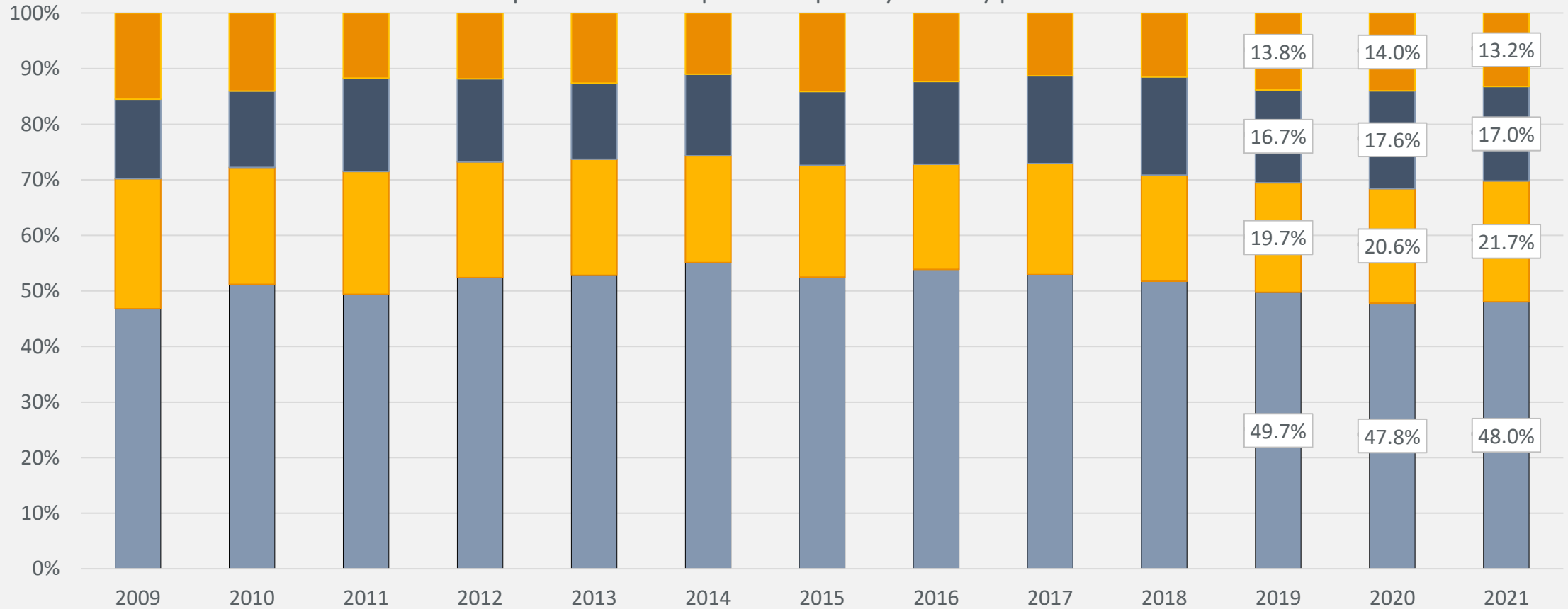
FIRE

Legal

Energy

Industry Trends

Proportion of Total Space Occupied by Industry per Year



■ Other
 ■ FIRE
 ■ Legal
 ■ Energy

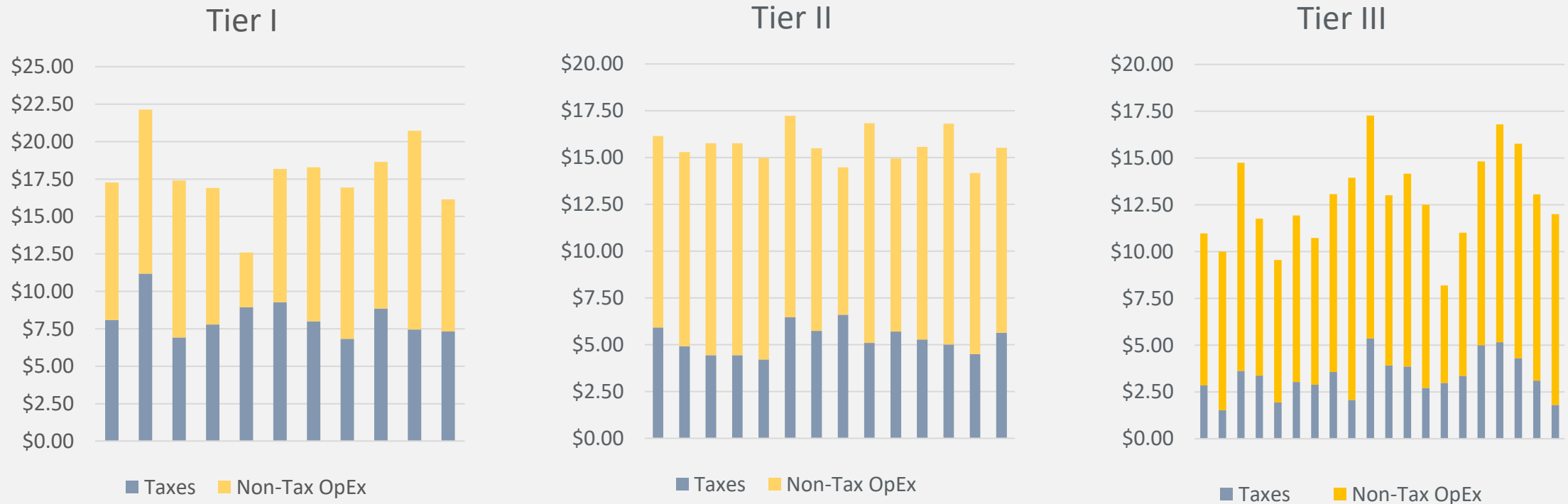
Multi-Floor Occupiers

Occupiers By # of Floors

	2017	2018	2019	2020	2021
4+	49	49	54	54	52
2+	118	124	120	125	134
1+	249	259	260	285	288

The data here, especially over the course of the pandemic, suggests that **companies in Downtown Houston are downsizing**, which is what we've indicated with other figures as well.

OpEx + Analysis



Our OpEx data gives insight as to why Tiers are structured the way they are:

- Tier I pays 46.6% of their OpEx towards property taxes, for Tiers II, III, this figure is 33.8% and 26.1% respectively.
- Tier I also routinely pays more property tax per SF than any other Tier.

Central Houston, Inc.

For More Information:

Robert Pieroni, Economic Development Director

rpieroni@centralhouston.org

Central Houston, Inc.

1221 McKinney, Suite 4250 | Houston, TX 77010

Office: 713-650-1470

Varun Cidambi, Research Manager

varun.cidambi@centralhouston.org

Central Houston, Inc.

1221 McKinney, Suite 4250 | Houston, TX 77010

Office: 713-650-1470

Thank You! Questions?

ACTION ITEM Ratify the Street Art for Mankind Downtown Mural Content Committee and related expenditures.

SERVICE PLAN 2021-2025
 Account Code 633.390
 Budget Amount \$262,500 2022

REQUEST \$200,000

DESCRIPTION SAM and CHI/HDMD desire to partner to co-produce Phase 1 of an art-walk featuring nine “fine art” murals. The desired implementation timeline for Phase 1 includes production from May 20 through May 29, 2022, with a press conference and celebration to be held on May 30, 2022. Phase 1 will be implemented exclusively on privately-owned real estate. 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 corporate sponsor for Phase 1 of the project. Additional monies are budgeted for photography, videography, web development and collateral materials.

DISCUSSION SAM is a non-profit that believes in the power of art to trigger social change. They have partnered with the United Nations, World Wildlife Foundation and cities around the world on massive mural projects and have a unique ability to access renowned and highly skilled artists and execute projects for a cost that is far less than market rate.

Following authorization by the HDMD Board, a 50% down payment of the HDMD contribution will be paid to SAM. An additional 35% will be paid following the content committee’s approval of the artists’ conceptual sketches and the final 15% will be paid prior to the celebratory event provided that all of the murals of phase 1 are substantially completed.

DBE PROGRAM Vendor is not DBE certified

**MEMORANDUM**

April 14, 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 which showed 98 racks on the sidewalks in downtown. District staff reached out to ParkHouston to see what could be done since the racks were not being utilized and are potential graffiti and trash collection points. ParkHouston sent out a letter in early March to all publications notifying them to comply with permitting requirements or the racks would be seized. No publications responded, therefore, the District is in the process of assisting ParkHouston with the removal of all seized newsracks from the sidewalks. The District will also remove the remaining vending corrals that were installed as place setting fixtures for newsracks before the ordinance was created.

Main Street Square Fountain:

The Main Street Square Fountain is in the process of being repaired. The painting of the basin and rail supports started last week and once completed, the fountain will be filled with water and the pumps will be tested and tweaked to get the pop jets and jump jets operational again. We expect all repair work to be completed by 3rd week in April.

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

Tree replacements continued for the District as 2 more Live Oaks and 12 Red Oaks were planted in March. Block By Block has been adding 50 gallons of water per week to each tree to ensure they're receiving the necessary amounts of water and to help the trees get established. Spring color changeout has begun as new flowers were planted in the McKinney/Lamar pots, along Bagby St. and at the Main St. Fountain and trough planters. Dallas Street, Main Street medians, and Crawford Island are scheduled for

MEMORANDUM**April 14, 2022**

Page 2 of 4

planting this month. ALS replaced plants that were damaged at Market Square Park to get ready for the Spring season.

Block By Block:

Block By Block scored a 4.32 for the month of March which is a decrease from a 4.46 in February. This decrease was anticipated as historically the scores begin to drop as Spring arrives due to the increase in foot traffic on the sidewalks. Increased amounts of litter and stains were observed along Main St between Texas and Franklin, so we increased our cleaning efforts and deployments in this area. 624 articles of graffiti were removed during the month of March which is an increase from 536 the previous month.

Homeless Encampments:

The homeless population along Pierce Street under the Pierce Elevated has decreased over the past few months. Although there are some individuals that still bed down on Fannin and San Jacinto, it is significantly less when compared to the numbers from a year ago. The tent count at the Chartres encampment remains in the low 60's, with the majority of those located on Hamilton just south of Runnels across from the Star of Hope. The Beacon area is still being addressed daily with litter pick up and power washing when assisted by HPD. During rains and at night, many of the homeless will move to 500 Fannin to take cover under the building's awning.

CONSTRUCTION UPDATE: (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.

Trebley Park Project:

The Trebley Park project is getting closer to completion now that the building is under climate control with the recent activation of the HVAC system. Interior buildout of the restaurant space continues with lighting fixtures, drywall, and painting. The majority of the Live Oak trees have been planted in addition to a number of River Birch trees and various landscaping components. The dog park fence posts that surround the large and small dog parks are installed with fence panels and synthetic turf to soon follow. Final site utility connections are in progress along with various hardscape components.

Market Square Park:

Market Square Park has a new look as well. The park lawn has been converted to synthetic turf which will ease future maintenance costs and provide a consistent look to the park year-round. The large oak trees caused many areas of the lawn to struggle to remain green and the clay soil underneath the grass caused the lawn to stay wet after heavy rains resulting in cancellation of scheduled events. The lawn conversion and new

MEMORANDUM**April 14, 2022**

Page 3 of 4

paver sidewalks around the perimeter of the lawn were completed in time for the first movie night held on Friday, April 8th.

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

Downtown Public Safety Guides:

There were several large activities and events that took place in downtown during the month of March such as the Rodeo & St. Patrick's Day Parades which resulted in a significant increase in ambassador interactions, with 6,230 interactions in March as compared to 3,851 in February. Although the civility interactions did not involve the level of aggression we saw during the height of the pandemic, the number of panhandling and loitering incidents did increase from 4,897 in February to 5,518 in March.

SEAL Security:

The number of calls for service increased considerably from 166 in February to 259 in March. Much like we've seen with our ambassador interactions, the overall level of aggressive behavior has dropped with a vast majority of the calls for service being related to individuals laying down or panhandling. The BEACON continues to be a hotspot area; however, the number of behavioral civility complaints has dropped.

Off Duty HPD:

The Off Duty Officers engagements increased slightly to 438 compared to 409 in February. The number of civility interactions marginally increased to from 228 the previous month to 258 in March. Off Duty numbers reflect similar trends as our ambassador teams, confirming an uptick in patron activity throughout downtown.

Positive Interactions

31,046

Total

Homeless Count

428

Average

Sidewalk Cleaning

4.35

Average

Garbage Disposed (Tons)

377

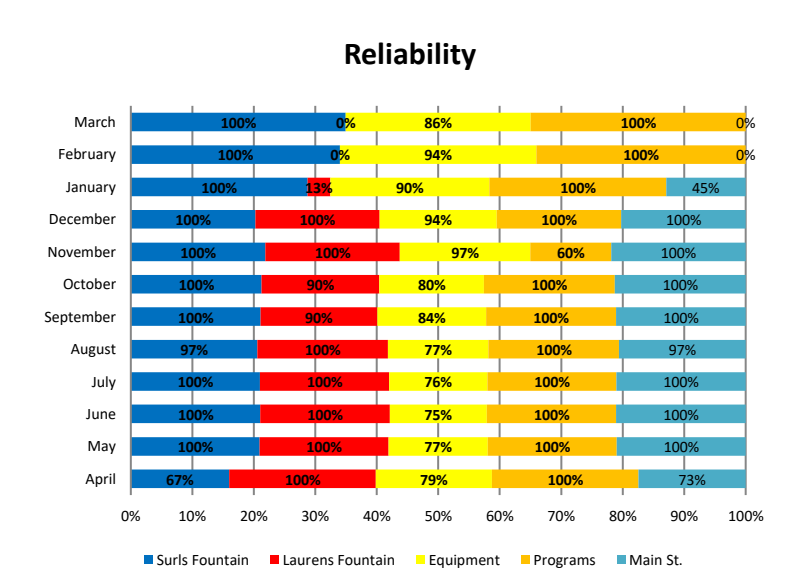
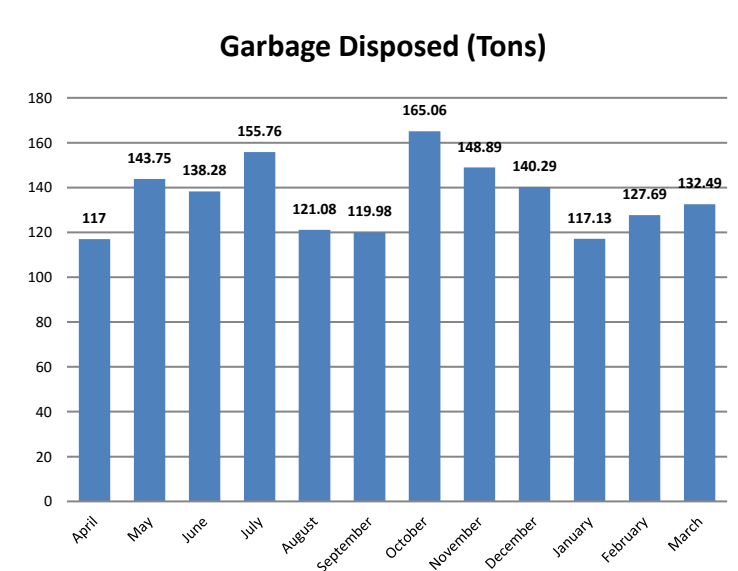
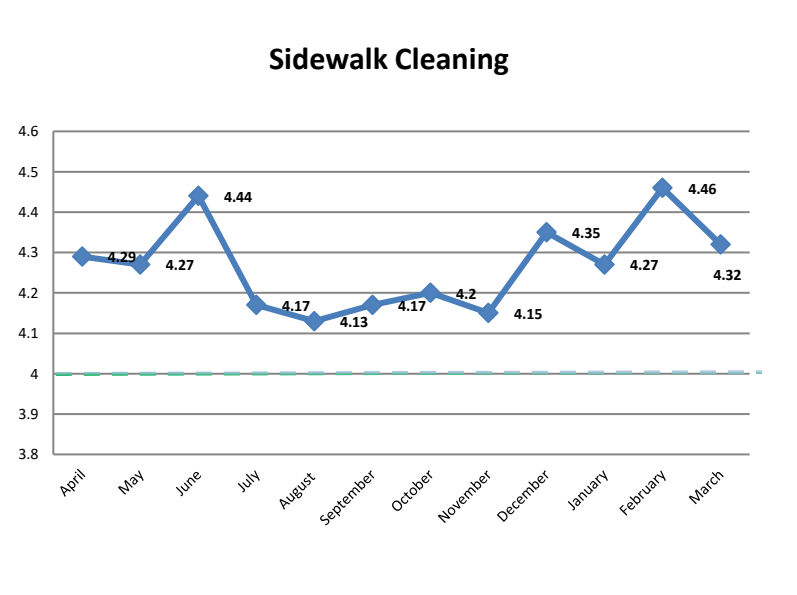
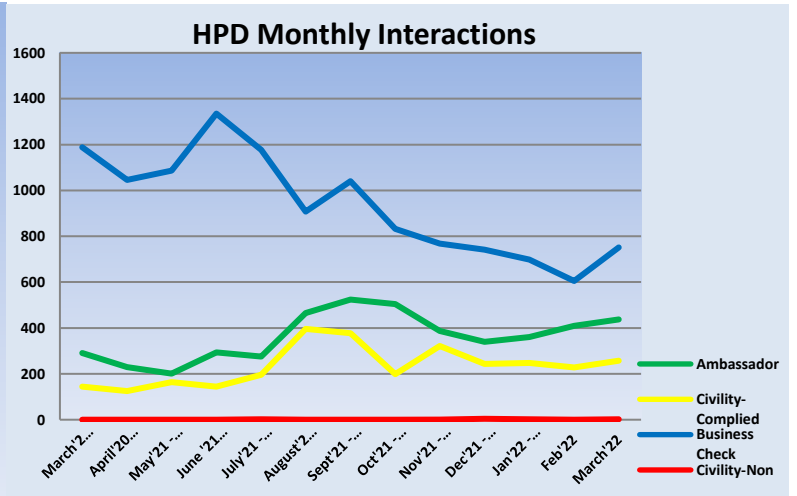
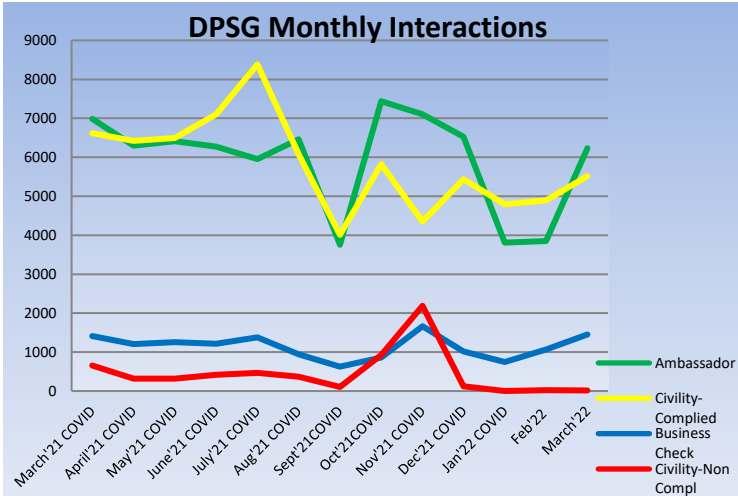
Total

Reliability Report

65%

Average

Safety & Quality Control





MEMORANDUM

April 14, 2022

TO: Board of Directors

FROM: Robert C. Pieroni

RE: Economic Development Program Update

Update on the Office Market:

Downtown's in-office workers are back in the office at the highest rate since the beginning of March 2020. The Downtown monthly in-office occupancy for last month improved to 52.5% of pre-pandemic levels, which is up approximately 25.2% from March 2021. Current data show a strong trend toward hybrid schedules, with Tuesday, Wednesday and Thursday being the predominate in-office days. The office market remains sluggish as Downtown's vacancy began April at 24.3%, and year-to-date leasing activity totals 320,665 square feet in 53 deals (51 direct). Like most major U.S. office markets, Downtown is continuing to struggle to gain traction amid the pandemic's uncertainty, which has transformed the workplace and resulted in highly tenant-favorable conditions throughout Q1.

Downtown Launchpad: gener8tor's pre-accelerator program, gBETA, has selected five Houston-based companies to participate in its in-person Spring program, which kicks off on April 22 at Downtown Launchpad. In addition, gener8tor will continue the Lunch & Learn Series throughout the Spring program, which offers free programming to the entire Houston startup community. MassChallenge is currently in the process of accepting applications for their 2022 cohort. In addition, this year MassChallenge has US early-stage residency program for startups willing to travel to Houston, which provides free office space.

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	\$64,874,000	431	488	\$27,300,000	\$43,603,000
			+85%		+13%		+60%

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

Residential: Downtown continues to experience exponential growth in residential development and attract significant investments due to market demand. Downtown's overall multifamily continues to grow with nearly 6,300 residential and multifamily units, plus an additional 1,800 under construction. Those projects include Sovereign at the Ballpark (229 units); McKee City Living (120 units); Brava (373 units); Fairfield Residential's 1810 Main (286 units); 808 Crawford (309 units); and Warehouse District (275 units), and another 550 planned.

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The nearly 10,361 residents have a variety of options to call home, ranging from historical to contemporary, mid to high-rise luxury apartments and condos to quirky lofts. Downtown's overall multifamily occupancy ended March at 85.5%, essentially flat from February. Asking rents remain stable at \$2.38-SF/MO in March and concessions dropped significantly to 1.7%, down from 4.0% Q2 2021 and 12.6% Q2 2020. Multifamily concessions are discounts on rent that can include free months, reduced rates or upfront discounts.

Hospitality: Hotel occupancy closed February at an average of 49.6%, up 17.5% from January. While still historically low, that rate has more than doubled since February 2021, but is down 22.3% from the pre-pandemic February 2020 average occupancy rate. Other key performance indicators are continuing to improve since February 2021: Average Daily Rate (ADR) is up \$74; Revenue Per Available Room (RevPAR) is up \$73; and Monthly Revenue is up \$17,363,351.

Publications Update: March publications included the Downtown Economic Recovery Monthly Monitoring Update and the 38th annual Downtown Office Story.

**MEMORANDUM**

April 14, 2022

TO: Board of Directors

FROM: Lonnie Hoogeboom

RE: Planning & Design and Capital Projects Update

North Houston Highway Improvement Project (NHHIP): On March 14, 2022, staff, representing all four downtown organizations (CHI, CHCI, HDMD & DRA), participated in an online interview with Federal Highway Administration (FHWA) personnel leading the Title VI civil rights and environmental compliance investigation. Our 20-year project involvement in the NHHIP's development and the urban design of the multiple civic opportunities it presents was summarized. A series of specific topics, as identified by FHWA, were specifically addressed by a 75-page summary overview prepared by staff; this document was favorably received by FHWA. At the request of FHWA and issued April 7, 2022, staff provided an update of the summary overview with cost estimates for the various civic opportunities, with a follow-up interview anticipated.

Staff has also continued the work with the advisory team at Squire Patton Boggs, with former Transportation Secretary Rodney Slater's continuance of listening sessions with local and regional leaders. Staff continues the collaborations with TxDOT, area stakeholders, and key agencies as to project development, with the primary focus on Segments 3A and 3B in Midtown / Third Ward.

Southeast Sidewalks: Staff held a favorable project kick-off meeting with TxDOT on April 6, 2022. Initial priority tasks to be completed by HDMD and its consultant, Huitt-Zollars, include: tying our project survey to TxDOT's control points on IH-45 and IH-69 and submitting a project Design Summary Report for a Design Concept Conference. Otherwise, the construction documents are under review by staff with an April site meeting with consultants to confirm final scope for TxDOT.

North Canal: Planning staff participated in the City's Technical Review Committee (TRC) meeting on March 17, 2022. In this session, Public Works' project manager and the project consultant, HDR, presented the project status based on the Preliminary Engineering Report (PER). Based on the project geographies (Yale-Heights stretch of White Oak Bayou, the North Canal between White Oak and Buffalo Bayous, and the area of the South Canal – downstream area of Buffalo Bayou in Bute Park and under existing IH-69 infrastructure) and multiple resiliency solutions at each geography, ten alternatives were presented including the respective hydrology / hydraulic (H&H) benefits and construction cost estimates. The project website will post this TCR presentation here: <https://www.engagehouston.org/northcanal>, then scroll down right column to "Technical Review Committee Presentation March 17, 2022."

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North San Jacinto – Design Concept Review (DCR): Based on the approval by Houston Public Works to advance the project but now temporarily paused while scheduling and budget impacts of the North Canal are currently in flux, staff is holding on the issuance of a Request for Qualifications, pending a meeting with Steve Costello, Chief Recovery Officer.

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 45-60 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 late-May to early-June for project completion.

Congress Street Bridge: Adjusted to a May 5, 2022 deadline, 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: Staff has requested of METRO an agency meeting to review the traffic impact analysis for the proposed bus rapid transit (BRT) service on Bagby, Rusk, St. Emanuel and Capitol plus the alignment of the BRT ramp on northwest boundary of HDMD into Franklin Street. 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.

METRO University BRT & Wheeler Transit Station: Staff attended a virtual meeting with area stakeholders and other agencies on March 29, 2022. In this session, METRO and its consultant, HNTB, presented three alternatives for the Wheeler Transit Station and its future redevelopment relative to the NHHIP; primarily for METRO, this meeting's focus was the accommodation of future BRT service on Richmond / Wheeler, per the METRO NEXT plan. Three schematic design options include elevated station with ramps crossing Main and Fannin Streets, an underground station along Wheeler, and an at-grade option. Staff has requested a follow-up session directly with METRO to review the three options and specifically to address how a significant amount of previous work on the station during NHHIP development has not been incorporated into the schematic design options. The March 29th presentation is not yet uploaded to the METRO website, but interested Board members may want to view the project's general information, available here:

<https://www.ridemetro.org/Pages/METROrapid-University-Corridor-Project.aspx>.

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April 14, 2022

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Vehicular & Pedestrian Wayfinding Messaging: Per the Board's December 2021 authorization, NEC has completed the venue messaging updates (vinyl replacements) for both vehicular and pedestrian wayfinding systems, covering the name changes for redeveloped or newly developed facilities: PNC Stadium, for Lynn Wyatt Square, Post Houston, Highlight at Houston Center, and Trebly Park.

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.

- **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. Temporary Certificate of Occupancy is currently scheduled for late-May, with the Final Certificate of Occupancy in late-June prior to the Park's opening events from July 7-10, 2022.

PD&CP Committee: To honor Frank Staats tenure of service to HDMD, staff and Committee members held a construction picnic at Trebly Park on March 31, 2022. Scheduled as a standing meeting but currently without a Committee Chair, the next monthly meeting is scheduled for April 28, 2022, 12:00-1:30 PM, to be confirmed.



MEMORANDUM

April 14, 2022

TO: Board of Directors

FROM: Angie Bertinot

RE: Marketing/Communications & Retail Program Update

2022 Marketing & Communications

Overarching goal: 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 March totaled more than **19,910,013 impressions** valuing at approximately **\$238,928**. Story highlights included promotion of the St. Patrick's Day Parade and Downtown Block Party, Market Square Park's spring and summer events calendar, expansion of the More Space: Main Street program and stories on Downtown's return to office, including an interview with Kris in the Wall Street Journal.

* Please note that there was an error in the February memo: total PR value for February was \$177,712 not \$475,675

March 2022 Activity

- Directed PR efforts around the St. Patrick's Day Parade and Downtown Block Party; set up interview with *Houston Chronicle* and managed broadcast media on day of parade
- Set up interviews with *Houstonia* for More Space: Main Street announcement
- Met to discuss Trebly Park art media outreach
- Media Visits
 - o Continued to formalize FAM trip around Art Car Parade; hosting writers from April 7-9 at Hilton Americas and various locations around Downtown Houston
- Pitches/Releases
 - o Distributed St. Patrick's Day Event Release

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- Wrote and distributed Spring-Summer events release
- Wrote and distributed Road to River Revival concert series release
- Started pitching Kris for podcasts
- Continued follow up with Marissa Luck on Houston Chronicle story on Downtown's comeback
- Copywriting/creative
 - Started work on recrafting Kris's bio

#WeAreDowntown

Our [:30 dining PSA](#) is still running weekly on Top Chef Houston through the duration of the series, and we will begin running our "events" PSA this coming Friday. You can view the [:15 spot here](#) and the [:30 spot here](#).

Street Art for Mankind

Per our previous discussion with the executive committee, Marcom committee and the board, we are working with [Street Art for Mankind](#) (SAM) on a new mural "art walk" for Downtown Houston.

Phase I will be implemented exclusively on privately-owned real estate with sponsorship by Central Houston, via the Houston Downtown Management District, and corporate sponsor TotalEnergies. **The project will consist of nine world class murals featuring a mix of local and world-renowned artists.** Aside from the benefits associated with beautifying otherwise blank walls in Downtown, the project presents the opportunity to advance a larger thematic message aimed at bringing the community together around shared values, promote walkability and connectivity between activity nodes in Downtown, create an arts attraction, support local businesses and of course provide positive media coverage.

As part of the process, we are engaging a content committee to help provide input regarding "themes", artists and art concepts. The 6-member content committee includes qualified members of the arts and culture community to help advise on thematic oversight and represent the community's sensibility on artist and art selection. The content committee will approve SAM's recommended artists and the concept drawings and/or renderings before any murals are implemented. Ex officio seats on the content committee shall be provided for the City of Houston, Harris County and TotalEnergies.

Content Committee:

Jacques D'Rovencourt- Hilton Americas, GM/HDMD Board Member

Theresa Escobedo- Mayor's Office of Cultural Affairs, Civic Art Program Manager

Erica Lee Carter- Harris County Precinct I, Policy Advisor

Pierre Bang- TotalEnergies, President

Karen Farber- Buffalo Bayou Partnership, VP of External Affairs

Maria Gaztambide- University of Houston System, Public Art Curator

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Timeline:

- MOU between CHI/HDMD and SAM- *completed March 2022*
- HDMD marcom meeting- *completed March 28th*
- HDMD board approval- April 14
- Finalize wall selection- April 15
- Content committee Meetings
 - o Meeting #1 (Mar 31)- introductions, purpose of committee, timing, proposed route and walls, brainstorming on Houston theme(s)
 - o Meeting #2 (Apr 7)- validation of themes, presentation of artists, present
 - o Meeting #3 (Apr 14)- Review first set of concept sketches for each wall, feedback re: name, creative and PR
 - o Meeting #4 (Apr 21)- Finalize all sketches
 - o Meeting #5 (Apr 28)- Continue launch and marketing discussions
- **Production Dates- May 20-30**
- **Inauguration Date- May 30**
- Additional Deliverables:
 - o Name and creative- collateral materials, web, digital
 - o Photography and videography
 - o Tour partner
 - o Inauguration/press conference
 - o Ongoing marketing and public relations

Sponsors:

- Central Houston/HDMD
- TotalEnergies (corporate sponsor)

Downtown Goals:

- Beautify blank walls in Downtown
- Advance a larger thematic message aimed at bringing the community together around shared values
- Promote walkability and connectivity between activity nodes in Downtown
- Create an arts attraction
- Support local businesses
- Provide positive media coverage

Budget:

PHASE I

\$225,000- 9 murals at \$25k/ea

\$150,000- CHI/HDMD title sponsor

\$75,000- TotalEnergies/corporate sponsor

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ART BLOCKS BUDGET

\$148,000 (roll over from 2020/2021)

\$262,500 (2022)**\$410,500**

(\$61,000) Porto Pigmenta at Trebly Park

(\$20,000) remove vinyl from Main Street Marquee

(\$150,000) SAM/6 murals (this does not include photography, drone footage, events, etc.)**\$154,500** to be used for misc. expenses for promotion of murals as well as concept/design for Welcome Gateway and/or other projects.**Theme Brainstorming:**

1. ENERGY: Transforming energy; energizing change
2. CLIMATE CHANCE: Facing the elements; activating the earth; nurturing/respecting nature
3. EDUCATION: Empowering our youth; learning together
4. HUMAN RIGHTS: Ensuring everyone matters
5. LEGACY: Preserving/building a legacy; building a better place
6. SOCIAL EQUITY: Equalizing life; accessing economic opportunities; fostering inclusion
7. HEALTH & WELLNESS: Saving lives; healing the world
8. GLOBAL: Connecting commerce and culture; impacting the world
9. INNOVATION: Exploring new industries

*An authorization follows.***Trebly Park Grand Opening PR Strategy**

To promote Trebly Park as a dynamic new gathering space in Downtown Houston ahead of its July debut by highlighting the park's forward-thinking artworks, Tout Suite, future activations, events, programming and overall lifestyle enhancements for living, working and playing in Downtown Houston.

Strategy Summary

This campaign will launch and sustain maintain brand awareness for Trebly Park as an innovative community gathering space that speaks to the vision of Downtown Houston as a destination for wide-ranging demographics. The park is another example of redeveloping urban areas into vibrant gathering spaces with various eye-catching elements, including dynamic artwork, programming and creative performances complete with a buzzy food and beverage component appealing to nearby residents, visitors from outside the Downtown core, office workers, tourists and more.

Within that context, a full-scale, comprehensive approach will maximize editorial coverage across different areas of interest, starting with the media rollout announcing more details and opening date. Each step will be an opportunity to speak about the overall Trebly Park experience and to share details about the space in new and creative ways. These steps include

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highlighting the community art, F&B outreach and the grand opening festivities.

PR Milestones

Whale Bone Dinner Party

- Chiaozza (artists) in town painting from April 16 through April 21
- Install: Two days the week of May 2
- Media availability for TV studios is tentatively booked for the morning Wednesday, April 20.
- Photography and videography are tentatively set for the same day to produce collateral for media later outreach.

Porto Pigmenta

- Tomislav Topic (artist) will be in town June 1-3 to oversee the installation
- Media availability still needs to be worked out with the artist, but it is recommended that we have a morning set aside for interviews. As with Whale Bone Dinner Party, it is recommended that video and photography is taken of the installation and final results to be used for media outreach.

Grand Opening

Resident only private special event – July 6

Boards and public officials/ribbon cutting – July 7

\$1 Macaron (morning) & movie night – July 8

Neighborhood Carnival Grand Opening Celebration – July 9

Rose all day, brunch with light music – July 10

Public Content will engage in a multi-tiered campaign around the grand opening of Trebly Park, promoting the ribbon cutting and grand opening carnival

Official Ribbon Cutting

- Public Content will assist Downtown District in reaching out to media for the official ribbon cutting on July 7. This event should be used to invite local news media to cover the unveiling of the park in advance of the Neighborhood Carnival. It is recommended that local dignitaries be available for interviews following the ribbon cutting ceremony. Public Content is available to help with the itinerary and speaking notes for the ceremony.
- Following the presentation, we will cut important soundbites from the presentation and send out the TV packages to news media. All content will be packaged for future pitches and social media.
- Public Content and Downtown District will work together to tour the space with local media members.

Neighborhood Carnival Grand Opening Celebration

- Media members will also receive an invite to preview or report on the Grand Opening Celebration on Saturday, July 9. Public Content will work with the Downtown District to

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set up interviews, provide b-roll and imagery to news outlets, and upload event information to events calendars across the city.

Tout Suite

- As another way to promote the park opening, Public Content is available to reach out to food and beverage media to announce the opening of Trebly Park F&B concept, Tout Suite. This will include pitching on-site and in-studio segments as well as assisting with any PR outreach to food writers.

Post Event Coverage – The Overall Story

- Following the media blitz, the story of Downtown Houston's transformation will be pitched to national news outlets to talk about the idea of urban renewal, something that is vital following the effects of the global pandemic on downtowns everywhere. Public Content will pitch Kris's availability to national news outlets to talk about the ongoing Downtown Houston transformation and speak to the overall vision of the planned projects.