



Downtown
Redevelopment
Authority

Board of Directors Meeting

March 14, 2023

Tax Increment Reinvestment Zone, Number Three
City of Houston

Downtown Redevelopment Authority
Tax Increment Reinvestment Zone Number Three, City of Houston

Board of Directors Meeting
March 14, 2023

TABLE OF CONTENTS

	<u>Page</u>
Minutes of Previous Meetings	
a. Authority & Zone – February 14, 2023	3
Financials – Summary	9
a. Check Registers – February 2023	10
Coalition for the Homeless Presentation on Houston’s Progress on ending Homelessness	No Materials
Other Business	
a. Project Status/Goal-Based Updates	11
b. CHI’s Top 20 for 2023.....	Handout

**MINUTES OF THE REGULAR MEETING
OF THE
DOWNTOWN REDEVELOPMENT AUTHORITY**

February 14, 2023

The Board of Directors (the “Board”) of the Downtown Redevelopment Authority (the “Authority”) convened in regular session, in person and open to the public, at the Authority’s office, located at 1221 McKinney Street, Suite 4250, Houston, TX 77010, on the 14th of February 2023, and the roll was called of the duly constituted officers and members of the Board, to wit:

Curtis Flowers	Chair
Michele Sabino	Vice Chair
Barry Mandel	Secretary
Regina Garcia	Director
Keith Hamm	Director
James Harrison	Director
Sherman Lewis	Director
Tiko Reynolds-Hausman	Director
William Taylor	Director

and all of said persons were present except for Chair Flowers, Secretary Mandel, Director Hausman, and Director Lewis.

Also present were Allen Douglas, Executive Director; Kris Larson, President; Jana Gunter, Director of Finance; and Jamie Perkins, Executive Assistant & Paralegal, all with the Authority; Varun Cidambi, Research & Economic Development Specialist; David Gwin, Economic Development Manager; Robert Pieroni, Director of Economic Development; Albert Sanchez; Director of Strategic Initiatives; and Ann Taylor, Director of Engagement; all with Central Houston, Inc. (“CHI”); Brett DeBord, Director of Operations & Capital Projects; and Lonnie Hoogeboom, Director of Planning & Urban Design; all with the Houston Downtown Management District (“HDMD”); Algenita Davis, Government and Community Affairs Officer; and Clark Lord, Outside Council to the Authority with Bracewell LLP.

Additionally, guests invited to present at the meeting included Lieutenant Kennedy with HPD; Roxsan Okan-Vick, Senior Vice President of Houston First; Alex Acenyman, Associate Vice President; Luis Nunez, Director of Economics & Advisory; Chris Brewer, VP of Economics (virtually); Hunter Gillaspie, Senior Analyst, Economics + Advisory (virtually); Garrett Harper, Senior Project Leader Design, Planning + Economics (virtually); all with AECOM. Andrew Busker with the City of Houston was the sole attendee of the public.

DETERMINE QUORUM; CALL TO ORDER

Vice Chair Sabino conducted a roll call. A quorum was established, and the meeting was called to order at 12:06 PM.

INTRODUCTION OF GUESTS AND PUBLIC COMMENTS

Vice Chair Sabino invited all meeting attendees to introduce themselves and welcomed all. Next, Vice Chair Sabino asked if there were any comments from the public. There were no comments from the public.

MINUTES OF PREVIOUS MEETING

The Board considered approving the minutes of the regular January 10, 2023 joint board meeting. Hearing no questions or need for discussion; Vice Chair Sabino made a motion, moved by Director Harrison and seconded by Director Garcia, and the minutes of the regular January 10, 2023 joint board meeting were approved as presented.

FINANCE & ADMINISTRATION

Check Register – January 2023

Vice Chair Sabino called on Jana Gunter to provide updates from finance and administration. Ms. Gunter shared highlights from the check register for the month ending January 31, 2023. None of the Directors had questions and discussion did not take place.

A motion to accept was entertained by Vice Chair Sabino; moved by Director Harrison and seconded by Director Hamm, and the January check register was accepted as presented.

MUNICIPAL SERVICES - INITIATIVES

Vice Chair Sabino asked Executive Director Douglas to open the discussion. Executive Director Douglas began with a brief statement and invited Lieutenant Kennedy to share updates on the progress of 4Q22 initiatives, introduce newly developed initiatives, and share a presentation. Lieutenant Kennedy gave a brief summary of the actions taken in the fourth quarter within the patrol traffic enforcement, outdoor dining and biking, scooter/street racing, and specialized unit initiatives.

Next, she turned the conversation to focus on new initiatives, which include addressing the gathering of homeless individuals in and around the area of the Beacon. Discussion ensued and questions were asked and answered. Executive Director Douglas and Mr. Sanchez provided additional commentary. No further action was required.

AECOM PRESENTATION ON ADAPTIVE REUSE / OFFICE CONVERSION PROJECT

Vice Chair Sabino invited Executive Director Douglas to continue by introducing the next item. He provided highlights of the project and turned the conversation over to the AECOM team. Members of the AECOM team introduced themselves and shared a presentation with information about their company, downtown office trends post-covid, insights from past project cities similar to Houston, and AECOM's approach to converting spaces in the adaptive reuse realm. Questions were asked and answered, and discussion ensued. No further action was required.

LYNN WYATT SQUARE UPDATE

Vice Chair Sabino turned to Executive Director Douglas to continue by introducing the final guest and presenter, Roksan Okan-Vick from Houston First. He invited Ms. Okan-Vick to share a presentation on the progress of Lynn Wyatt Square. Ms. Okan-Vick began by thanking the Board for their support and summarizing the history of the project. Next, she shared a slide deck of photos of the block's transformation, which included a parking garage renovation needed for structural purposes and details of the building, respite areas, the various amenities, and newly transferred trees. Questions were asked and answered, and discussion ensued. Ms. Okan-Vick closed by stating the grand opening is scheduled for late April or early May. No further action was required.

OTHER BUSINESS

Goal-Based Updates

Executive Director Douglas referred to the Goal-Based updates in the materials previously provided, which contained notable items and updates based on each goal for the month of February. No further action was needed.

NEXT MEETINGS

Vice Chair Sabino announced the next Board and Committee meetings are scheduled on the following dates and times and encouraged Board members not currently serving on a committee to attend:

- Thrive Downtown – Wednesday, February 15th at 12:00 PM
- Engage Downtown – Thursday, February 16th at 12:00 PM
- Enhance Downtown – Monday, February 20th at 12:00 PM
- Connect Downtown – Tuesday, February 21st at 9:00 AM
- Board of Directors – Tuesday, February 14th at 12:00 PM

ADJOURNMENT

There being no further business to come before the Board, a motion was called to adjourn at 1:32 PM.

Barry Mandel, Secretary
Downtown Redevelopment Authority
("Authority")

**MINUTES OF THE REGULAR MEETING
OF THE
TAX INCREMENT REINVESTMENT ZONE NUMBER THREE**

February 14, 2023

The Board of Directors (the "Board") of the Tax Increment Reinvestment Zone Number Three (the "Zone") convened in regular session, in person and open to the public, at the Zone's office, located at 1221 McKinney Street, Suite 4250, Houston, TX 77010, on the 14th of February 2023, and the roll was called of the duly constituted officers and members of the Board, to wit:

Curtis Flowers	Chair
Michele Sabino	Vice Chair
Barry Mandel	Secretary
Regina Garcia	Director
Keith Hamm	Director
James Harrison	Director
Sherman Lewis	Director
Tiko Reynolds-Hausman	Director
William Taylor	Director

and all of said persons were present except for Chair Flowers, Secretary Mandel, Director Hausman, and Director Lewis.

Also present were Allen Douglas, Executive Director; Kris Larson, President; Jana Gunter, Director of Finance; and Jamie Perkins, Executive Assistant & Paralegal, all with the Zone; Varun Cidambi, Research & Economic Development Specialist; David Gwin, Economic Development Manager; Robert Pieroni, Director of Economic Development; Albert Sanchez; Director of Strategic Initiatives; and Ann Taylor, Director of Engagement; all with Central Houston, Inc. ("CHI"); Brett DeBord, Director of Operations & Capital Projects; and Lonnie Hoogeboom, Director of Planning & Urban Design; all with the Houston Downtown Management District ("HDMD"); Algenita Davis, Government and Community Affairs Officer; and Clark Lord, Outside Council to the Zone with Bracewell LLP.

Additionally, guests invited to present at the meeting included Lieutenant Kennedy with HPD; Roksan Okan-Vick, Senior Vice President of Houston First; Alex Acenyman, Associate Vice President; Luis Nunez, Director of Economics & Advisory; Chris Brewer, VP of Economics (virtually); Hunter Gillaspie, Senior Analyst, Economics + Advisory (virtually); Garrett Harper, Senior Project Leader Design, Planning + Economics (virtually); all with AECOM. Andrew Busker with the City of Houston was the sole attendee of the public.

DETERMINE QUORUM; CALL TO ORDER

Vice Chair Sabino conducted a roll call. A quorum was established, and the meeting was called to order at 12:06 PM.

INTRODUCTION OF GUESTS AND PUBLIC COMMENTS

Vice Chair Sabino invited all meeting attendees to introduce themselves and welcomed all. Next, Vice Chair Sabino asked if there were any comments from the public. There were no comments from the public.

MINUTES OF PREVIOUS MEETING

The Board considered approving the minutes of the regular January 10, 2023 joint board meeting. Hearing no questions or need for discussion; Vice Chair Sabino made a motion, moved by Director Harrison and seconded by Director Garcia, and the minutes of the regular January 10, 2023 joint board meeting were approved as presented.

FINANCE & ADMINISTRATION

Check Register – January 2023

Vice Chair Sabino called on Jana Gunter to provide updates from finance and administration. Ms. Gunter shared highlights from the check register for the month ending January 31, 2023. None of the Directors had questions and discussion did not take place.

A motion to accept was entertained by Vice Chair Sabino; moved by Director Harrison and seconded by Director Hamm, and the January check register was accepted as presented.

MUNICIPAL SERVICES - INITIATIVES

Vice Chair Sabino asked Executive Director Douglas to open the discussion. Executive Director Douglas began with a brief statement and invited Lieutenant Kennedy to share updates on the progress of 4Q22 initiatives, introduce newly developed initiatives, and share a presentation. Lieutenant Kennedy gave a brief summary of the actions taken in the fourth quarter within the patrol traffic enforcement, outdoor dining and biking, scooter/street racing, and specialized unit initiatives.

Next, she turned the conversation to focus on new initiatives, which include addressing the gathering of homeless individuals in and around the area of the Beacon. Discussion ensued and questions were asked and answered. Executive Director Douglas and Mr. Sanchez provided additional commentary. No further action was required.

AECOM PRESENTATION ON ADAPTIVE REUSE / OFFICE CONVERSION PROJECT

Vice Chair Sabino invited Executive Director Douglas to continue by introducing the next item. He provided highlights of the project and turned the conversation over to the AECOM team. Members of the AECOM team introduced themselves and shared a presentation with information about their company, downtown office trends post-covid, insights from past project cities similar to Houston, and AECOM's approach to converting spaces in the adaptive reuse realm. Questions were asked and answered, and discussion ensued. No further action was required.

LYNN WYATT SQUARE UPDATE

Vice Chair Sabino turned to Executive Director Douglas to continue by introducing the final guest and presenter, Roksan Okan-Vick from Houston First. He invited Ms. Okan-Vick to share a presentation on the progress of Lynn Wyatt Square. Ms. Okan-Vick began by thanking the Board for their support and summarizing the history of the project. Next, she shared a slide deck of photos of the block's transformation, which included a parking garage renovation needed for structural purposes and details of the building, respite areas, the various amenities, and newly transferred trees. Questions were asked and answered, and discussion ensued. Ms. Okan-Vick closed by stating the grand opening is scheduled for late April or early May. No further action was required.

OTHER BUSINESS

Goal-Based Updates

Executive Director Douglas referred to the Goal-Based updates in the materials previously provided, which contained notable items and updates based on each goal for the month of February. No further action was needed.

NEXT MEETINGS

Vice Chair Sabino announced the next Board and Committee meetings are scheduled on the following dates and times and encouraged Board members not currently serving on a committee to attend:

- Thrive Downtown – Wednesday, February 15th at 12:00 PM
- Engage Downtown – Thursday, February 16th at 12:00 PM
- Enhance Downtown – Monday, February 20th at 12:00 PM
- Connect Downtown – Tuesday, February 21st at 9:00 AM
- Board of Directors – Tuesday, February 14th at 12:00 PM

ADJOURNMENT

There being no further business to come before the Board, a motion was called to adjourn at 1:32 PM.

Barry Mandel, Secretary
Tax Increment Reinvestment Zone
Number Three ("Zone")

Check register for February 2023



- Total checks issued in February 2023 were \$232K.
 - Central Houston, Inc.
 - Admin support - \$110K
 - Trebly Park
 - Property Taxes - \$39K
 - Structura - \$48K
 - Core Design Studio - \$9K
 - Wakefield AV& Cabling - \$5K
 - Liability Insurance during construction - \$2K
 - W.M. Jones & Company, Inc.
 - Liability Insurance- \$18K

DRA/ TIRZ #3 PAID INVOICE DETAIL: FEBRUARY 2022

OPERATING ACCOUNT			
PAYEE	CHECK	MEMO	AMOUNT
Central Houston, Inc	3062-3065	Payroll	\$ 109,552.29
W.M. Jones & Company	145431	Endorsement adding park location	\$ 509.93
Houston Downtown Management	145432	Salary reimbursement	\$ 3,640.95
Ann Harris Bennett	145433	2022 Harris County Property Tax	\$ 9,383.86
Ann Harris Bennett	145434	2022 Harris County Property Tax	\$ 28,151.57
Ann Harris Bennett	145435	2022 Harris County Property Tax	\$ 1,310.12
Corner Bakery Café	2846049	Catering	\$ 214.45
W.M. Jones & Company	2846055	Renewal of CPKG Effective	\$ 14,711.00
W.M. Jones & Company	3893189	Extend General Liability policy	\$ 2,362.51
Core Design Studio	3893194	Trebly Park signage	\$ 9,450.00
Structura, Inc	3893196	SoDo park construction	\$ 47,912.81
Wakefield AV & Cabling	9279056	Equipment/Installation for SoDo park	\$ 4,900.00
		GRAND TOTAL:	\$ 232,099.49



CENTRAL HOUSTON, INC.

STRATEGIC ALIGNMENT PLAN UPDATES

MARCH 2023

GOAL 1

Champion major projects, initiatives and investments that improve Downtown.

1.1: Build and maintain cross-sector relationships with area leaders so that CHI can support, facilitate or lead on catalytic opportunities.

Highlight: As part of the fulfilling the requirements to receive funding from the Department Minority Business Development Agency of the U. S. Department of Commerce the MBDA, CHI coordinated a group of organizations dedicated to addressing the needs of Minority and Women Small Businesses. The purpose of the collaboration was to identify specific programs of these organizations that could build the operational capacity, address capital enhancement and provide funding opportunities for socially and economically disadvantaged individual (SEDI) entrepreneurs in Houston – the goal of the application process. CHI designated the important undertaking as the “Houston Entrepreneur Development Consortium” (HEDC) to establish a pipeline of resources that could continuously grow and assist SEDI entrepreneurs through networking, scaling and capital access.

Participating Agencies:



1.7: Partner with METRO, the City of Houston, and others to plan and support a variety of safe and efficient mobility options for people to get to, from, and around Downtown, including a robust transit network and non-motorized transportation.

Highlight: On February 2nd, HDMD received ten valid proposals for the Main Street: More Space 2.0 RFP. A seven-member evaluation panel, comprised of four Downtown District and three City of Houston staff, carried out evaluation of the proposals to identify three short-listed vendors for interview. Interviews and final deliberation to identify the highest ranked vendor were conducted on February 23rd. The highest ranked vendor was selected by the panel and will be brought forth for District Board consideration at the March 9th HDMD Board meeting.

Participating Agency:



GOAL 2

Enhance and maintain a comfortable, welcoming, and well-managed public realm.

2.7: Expand collaboration and explore novel approaches to maintain a low crime rate and make Downtown feel safe.

Highlight: In February, the HDMD made the decision to expand its SEAL Security team coverage will be available to respond to stakeholder calls 24/7 effective March 1st. With the Downtown residential community continuing to grow and Downtown getting back-to-business more each month, the decision enables coverage through the night to ensure that stakeholders always have someone to call in non-emergency situations.

Participating Agency:



2.10: Broadly address the needs of people experiencing homelessness and the associated impacts.

Highlight: The Complex Case Coordination Committee (4C) launched a pilot program to develop and implement tailored interventions for unhoused individuals experiencing unsheltered homelessness and suffering from complex behavioral health issues which require intensive customized services to escape homelessness. This effort is intended to reach the most challenging cases and persons that current services are not equipped to serve. CHI & HDMD's ecosystem coordination efforts were the catalyst for the development of the 4C pilot initiative.

Participating Agencies:



GOAL 3

Drive vibrancy through improved street-level connectivity, a commitment to walkability, and inclusive programming strategies.

3.4: Conduct site surveys and other analyses of ground floor conditions to determine key pedestrian corridors and connections between Downtown’s activity nodes; prioritize interventions and investments on key corridors.

Highlight: CHI management reached a key milestone in completing its blockface evaluation survey, as now each blockface that could connect Discovery Green to Market Square have been evaluated. The project evaluates each blockface according to a list of 21 site characteristics which inform pedestrian comfort and enjoyment. The evaluations feed into a proprietary algorithm which produces a tiered scoring output and recommendations for improvements to improve conditions.

Participating Agencies:



3.5: Partner with public and private property owners to beautify targeted corridors or block faces.

Highlight: As a component of its contributions to the POST HTX project, the DRA requested and received participation in the recognition of the historic aspect of the former Barbara Jordan Post Office by supporting the creation of the Barbara Jordan Plaza as site for a nine-foot sculpture of the late Congresswoman. It will also provide information on her contributions to our city and nation. The major portion of the sculpture arrived in Houston this month for additional modification. DRA convened a committee of local historians and art advocates to assist in the design of the Plaza. As the centerpiece of the project, the Plaza is in the area immediately south of the former multi-story building that contained administrative offices of the postal service for decades.

Participating Agency:



GOAL 4

Foster a vital and thriving economy through business growth, residential expansion, and enhanced reasons to be in Downtown.

4.6: Facilitate the delivery of more residential development, building toward a residential population of 15,000 by 2027.

Highlight: After reviewing several responses to a DRA-authorized RFP for initiating an Office Conversion Feasibility Study of select, underutilized office towers within the boundaries of the TIRZ, staff selected AECOM to carry out the work on three buildings of varying typology, size and structure over the next six months.

AECOM's deep study, along with accumulated financial data from office conversions currently underway, will enable CHI management to structure an "Office Conversion Incentive Program" for consideration by building owners within the TIRZ and eventually for all of Houston. The resulting program may involve several public entities and will focus on enhancing Downtown through the increased inclusion of residents from a diverse population as well as an enlivened street-level public realm.

Participating Agency:



4.10: Continue investing in innovation and technology start-ups to support the diversification of the Downtown employment base.

Highlight: Throughout the month of February, CHI supported a lineup of seven (7) programs entitled "This Is Us" which was a passion project powered by the Downtown Launchpad dedicated to inspiring, connecting, and empowering Black entrepreneurs to be better seen, heard, and celebrated. "This Is Us" was more than just a tribute to Black History, it was about paving a path forward for Black entrepreneurs to cultivate culture through their products and services. "This is Us" amplified Black voices and made the Downtown Launchpad a destination for hundreds of attendees seeking inspiration on innovation, impact, and intentionality.

Participating Agencies:



GOAL 5

Develop a hivemind of intelligence and goodwill by genuinely engaging and convening stakeholders.

5.1: Develop a representative engagement structure that provides stakeholders the opportunity to inform decision making and advise on the direction of Downtown.

Highlight: The new collaborative committees kicked off in February 2023. The committees were envisioned as a key implementation component to the Strategic Alignment Plan. The meetings were filled with optimism and passionate dialogue, which will play a vital role in shaping the development and implementation of key strategies in 2023. The committees will work together to ensure alignment between our various boards, key partners, and residents to realize our vision.

Participating Agencies:



5.4: Explore the potential for simplifying stakeholders’ awareness of CHI and its affiliates by unifying their brand identities.

Highlight: After interviewing three firms that responded to the branding RFP, CHI management has selected a vendor that possesses national experience leading branding efforts, specific expertise on urban real estate, and previous work in Downtown. This effort will produce a refreshed, unified, and cohesive brand umbrella for the existing entities, and simplify stakeholders’ understanding of the organization(s), improve communications efficacy, and provide clarified investment attribution.

Participating Agencies:



5.8 Advance efforts to spotlight the initiatives, moments, and entities advancing Downtown as an inclusive community.

Highlight: February’s social media focus on Black-owned businesses drew a wide audience, with 26,718 new visitors to @downtownhouston Instagram. Features included Black-owned winery, Pur Noir, Day Six Coffee, The Smoke barbecue in Finn Hall, a Black-owned business guide, “This Is Us” programming at Launch Pad, and more. Content honoring Black History Month was shared more than 3,500 times!

Participating Agencies:

