

**DOWNTOWN  
HOUSTON+**



**Board of Directors Meeting**  
August 8, 2024

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

June 20, 2024

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 June 20, 2024, at 12:00 p.m., inside the H-Town Conference Room of the District’s office, located at 1221 McKinney Street, Houston, TX 77010, and the roll was called of the duly appointed members of the Board, to-wit:

**BOARD MEMBERS**

- |                      |                 |
|----------------------|-----------------|
| Crystal Allen        | Toni Jackson    |
| Sean Alley           | Lacee Jacobs    |
| Leslie Ashby         | Robbi Jones     |
| Kinder Baumgartner   | Roland Kennedy  |
| Genora Boykins       | Sean Liu        |
| Clay Crawford        | Ben Llana       |
| Marcus Davis         | Nick Massad     |
| Terry Demchak        | Sherea McKenzie |
| Jacques D’Rovencourt | Kenny Meyer     |
| Kelly Foreman        | Randy Pryor     |
| Irma Galvan          | Edna Ramos      |
| Marian Harper        | Frem Reggie     |
| Gilbert Herrera      | John Schafer    |
| C.C. Huang           | Richard Torres  |
| Angus Hughes         |                 |

and all of the above were present, with the exception of Directors Allen, Boykins, Davis, Herrera, Hughes, Jackson, Llana, Massad, and Pryor.

Also present were Kris Larson, President/CEO of the District; Allen Douglas, COO & General Counsel for the District; Jana Gunter, Director of Finance of the District; and staff members Christal Allen, Brett DeBord, David Fields, Scott Finke, Keith Gould, Cassie Hoeprich, Dusty McCartney, Jamie Perkins, Albert Sanchez, and Ann Taylor, all with the District; Algenita Davis, Consultant for the District; and outside counsel Clark Lord with Bracewell.

Those present on behalf of the District’s Ex-Officio members included Danielle Paige with the City of Houston Public Works Department, and Tina Ortiz with the City of Houston Parks & Recreation Department. Mike Berne with MJB Consulting, joined virtually to share a presentation

with the Board on an agenda topic. Public attendees included Jason Mock with CBRE; Linda Trevino with METRO; and Eugene Lee with the Market Square Park Parking Garage.

## **WELCOME**

Chair Ashby presided over the meeting and welcomed all directors, consultants, and other meeting attendees. Marian Harper served as Secretary.

Quorum was established and the meeting began at approximately 12:16 PM.

## **PUBLIC COMMENT**

Chair Ashby asked if there were any comments from the public. There were no comments from the public.

## **APPROVAL OF MINUTES**

The Board considered approving the minutes of the May 9, 2024 regular Board of Directors meeting. Chair Ashby called for comments and questions. Director Ramos questioned a date found in the last paragraph of the signature page.

She noted the “*next meeting date*”, as it currently read, was “*August 8, 2024*”, and should have been “*June 20, 2024*”. This change was noted and will be reflected in final signed version of the May 9<sup>th</sup> minutes.

Chair Ashby called for a motion, which was moved by Director Schafer and seconded by Director McKenzie, and the May 9, 2024 minutes were approved, as amended.

## **ITEMS PERTAINING TO FINANCE AND ADMINISTRATIVE MATTERS**

### **Approval of Financial Statements and Ratification of Expenditures**

Chair Ashby called on Treasurer Torres to present the interim financial statements and check registers for the period ending May 31, 2024. Treasurer Torres shared highlights from the May financial statements and check registers. Questions were asked and answered, and discussion took place.

Chair Ashby called for a motion; moved by Director Ramos, and seconded by Director Kennedy, and the Board accepted the May financial statements and check registers as presented.

### **Report of Audit Committee and acceptance of Audited Financial Statements for Year Ending December 31, 2023**

In the absence of the District’s Audit Chair, Director Jackson; Vice Chair Jones shared updates from the Audit Committee meeting held on June 12, 2024. She reported the Committee met to review and discuss the draft 2023 Audited Financial Statements, and noted a copy of the draft was included in the materials previously provided.

Next, she shared highlights from the Committee’s review and called for questions. Hearing none, Vice Chair Jones concluded by stating it was the Committee’s recommendation for the Board to consider accepting the draft 2023 Audited Financial Statements.

A motion was made by the Chair; moved by Director Ramos and seconded by Director Kennedy; and the Board accepted the draft 2023 Audit Financial Statements, as presented.

## **2024 BUDGET AMENDMENT REVIEW AND PRESENTATION**

Chair Ashby asked President Larson to share a presentation highlighting the 2024 Budget Amendment Review. He then called for questions and discussion. Hearing none, he encouraged the Board to reach out if any questions arose in the future. No further action was taken.

## **PROJECT SPOTLIGHT: RETAIL STRATEGY DEVELOPMENT**

Cassie Hoeprich was called on to begin discussion on the Project Spotlight topic. She began by providing a brief summary of the proposed retail strategy and introduced Mike Berne with MJB Consulting. Mr. Berne shared a presentation regarding developing a retail strategy for downtown. Questions were asked and answered, then discussion ensued. No further action was needed.

## **PROGRAM AUTHORIZATIONS**

Economic Development – Ms. Hoeprich continued and presented an item for Board consideration on behalf of the Economic Development team:

- (i) Authorize expenditures and an agreement with MJB Consulting to continue consulting services and to author the Downtown Houston Retail Strategy, in an amount not to exceed \$35,000. There were no questions or discussion. Upon a motion made, moved by Director Ramos; seconded by Director Kennedy; the Board approved this item as presented.

Planning & Design – Next, Ms. Hoeprich presented an item for Board consideration on behalf of the Planning & Design team:

- (i) Authorize expenditures and an agreement with Gehl Architects to advance development of a Downtown Houston Placemaking & Connectivity Action Plan, in an amount not to exceed \$475,000. Questions were asked and answered. Chair Ashby called for a motion, moved by Director Ramos; seconded by Director Demchak; the Board approved this item as presented.

Capital Projects – Finally, Ms. Hoeprich concluded by presenting an item for Board consideration on behalf of Capital Projects:

- (i) Authorize expenditures and an agreement with a company to be determined to re-establish the Downtown Houston Retail Challenge Grant Program, in an amount not to exceed \$250,000. There were no questions or discussion. Chair Ashby called for a motion, moved by Director Kennedy; seconded by Director Reggie; the Board approved this item as presented.

Chair Ashby called on Brett DeBord to present additional Capital Project items for Board consideration:

- (ii) Authorize expenditures and an agreement with a company to be determined for consulting services related to design and engineering for kiosk improvements at Market Square Park, in an amount not to exceed \$50,000. There were no questions or discussion. A motion was called; moved by Director Demchak; seconded by Director Reggie; and the Board approved this item as presented.
- (iii) Authorize expenditures and an agreement with a company to be determined for the design and engineering for a shade structure at Trebly Park, in an amount not to exceed \$50,000. There were no questions or discussion. Chair Ashby called for a motion, moved by Director Galvan; seconded by Director Ramos; and the Board approved this item as presented.

Operations – Mr. DeBord continued, and presented two items for consideration on behalf of the Operations & Maintenance team:

- (i) Authorize an agreement and related expenditures for the May 16<sup>th</sup> derecho storm response and recovery, in an amount not to exceed \$200,000. Questions were asked and answered. Upon a motion duly made, moved by Director Crawford; seconded by Director Galvan; the Board approved this request as presented.
- (ii) Authorize an expenditure with the City of Houston for enhanced street lighting electricity expenses in 2023, in an amount not to exceed \$39,000. Questions were asked and answered. Upon a motion made, moved by Director Kennedy; seconded by Director Crawford; the Board approved this item as presented.

Engagement – Ann Taylor was called on to present an item for Board consideration on behalf of the Economic Development team:

- (i) Authorize an agreement and related expenditures for Downtown Holiday décor and light installations, in an amount not to exceed \$685,000. Questions were asked and answered. Upon a motion duly made, moved by Director Reggie; seconded by Director Meyer; the Board approved this request as presented.

#### **DIRECTORS' QUESTIONS ON OTHER INITIATIVES**

No further questions were raised.

#### **OTHER BUSINESS**

Chair Ashby provided a brief update on the District's mid-year check on goals and objectives. She also noted recommendations for the Administrative Contractor Review Process will be presented to the Board for review and approval at the August Board meeting.

President Larson took a moment to recognize the anniversaries of two staff members. He noted Jamie Perkins and Jacque Gonzales both reached the five year mark as members of the

team. Ms. Perkins was presented with an award and plaque of recognition. Ms. Gonzales, who was unable to attend, will be presented with the same at a later date.

Next, President Larson invited the District Board to attend the upcoming Central Houston Breakfast, scheduled to begin at 8:00 AM on June 26<sup>th</sup> at the Houston Club.

Chair Ashby concluded by noting there will be no meetings in July, and the District will resume meeting on August 8, 2024.

### **ADJOURN MEETING**

Chair Ashby asked if any further business needed to come forth to the Board. There being none, the meeting was adjourned at 1:31 PM.

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Marian Harper, Secretary  
Houston Downtown Management District

# YTD July 2024 Balance Sheet

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## Assets

Cash Balance is \$266K

TexPool Investments \$17M

2023 Assessments Due: 98.4% have been collected

2023 Assessments Receivable \$290K

## Liabilities

Reserves for Property Value Protests are \$1.5M

\$479K in refunds have been returned to property owners due to lower HCAD property values as a result of protests.

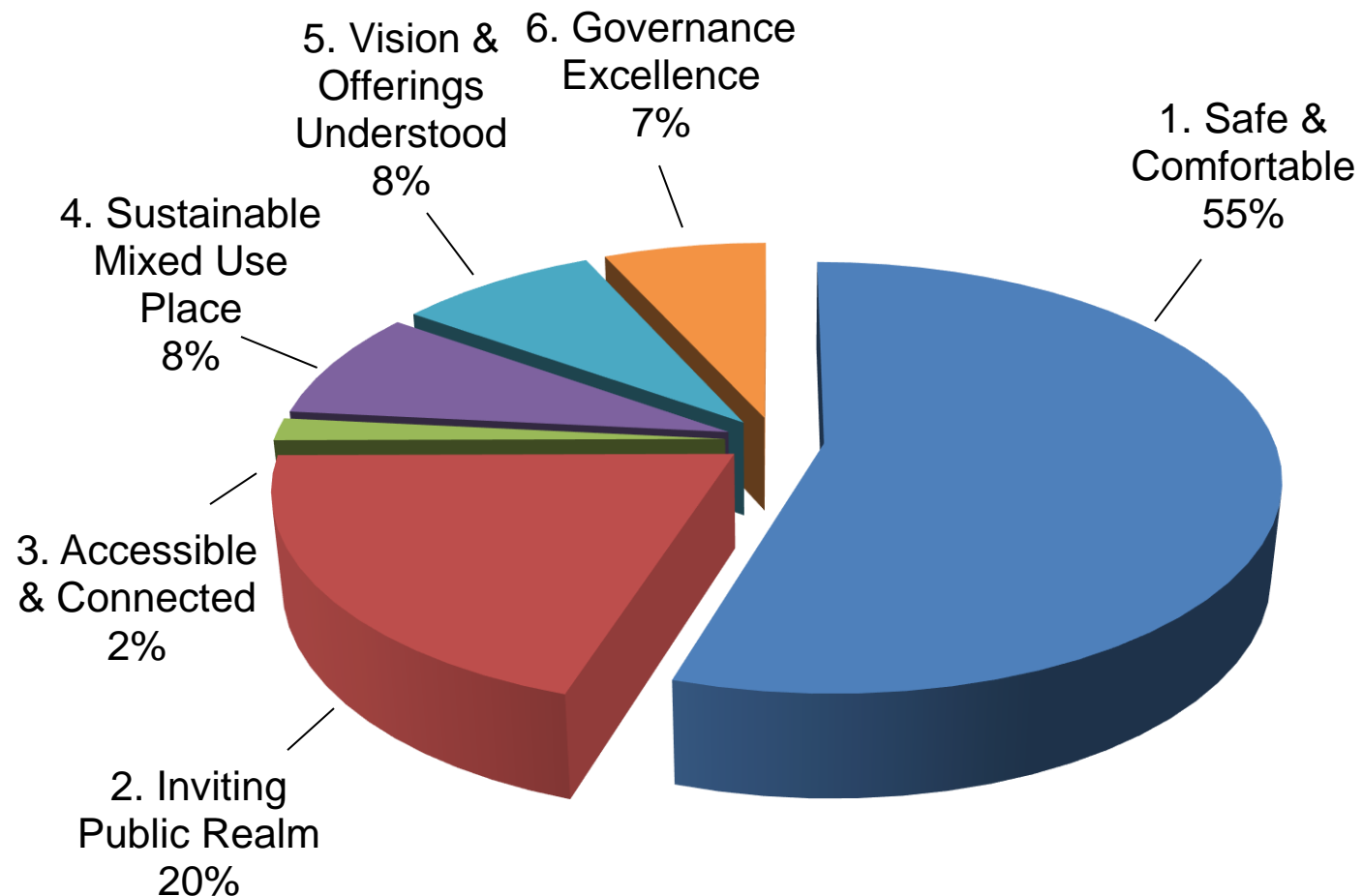
Based on the 5-year loss rate of 12.2% the District needs to increase reserves by \$110K, a 5% increase.

## Fund Balance

Unrestricted Fund Balance is \$10.5M, \$5.7M in excess of 2023 Minimum Fund Balance Target of \$4.8M set October 31, 2023



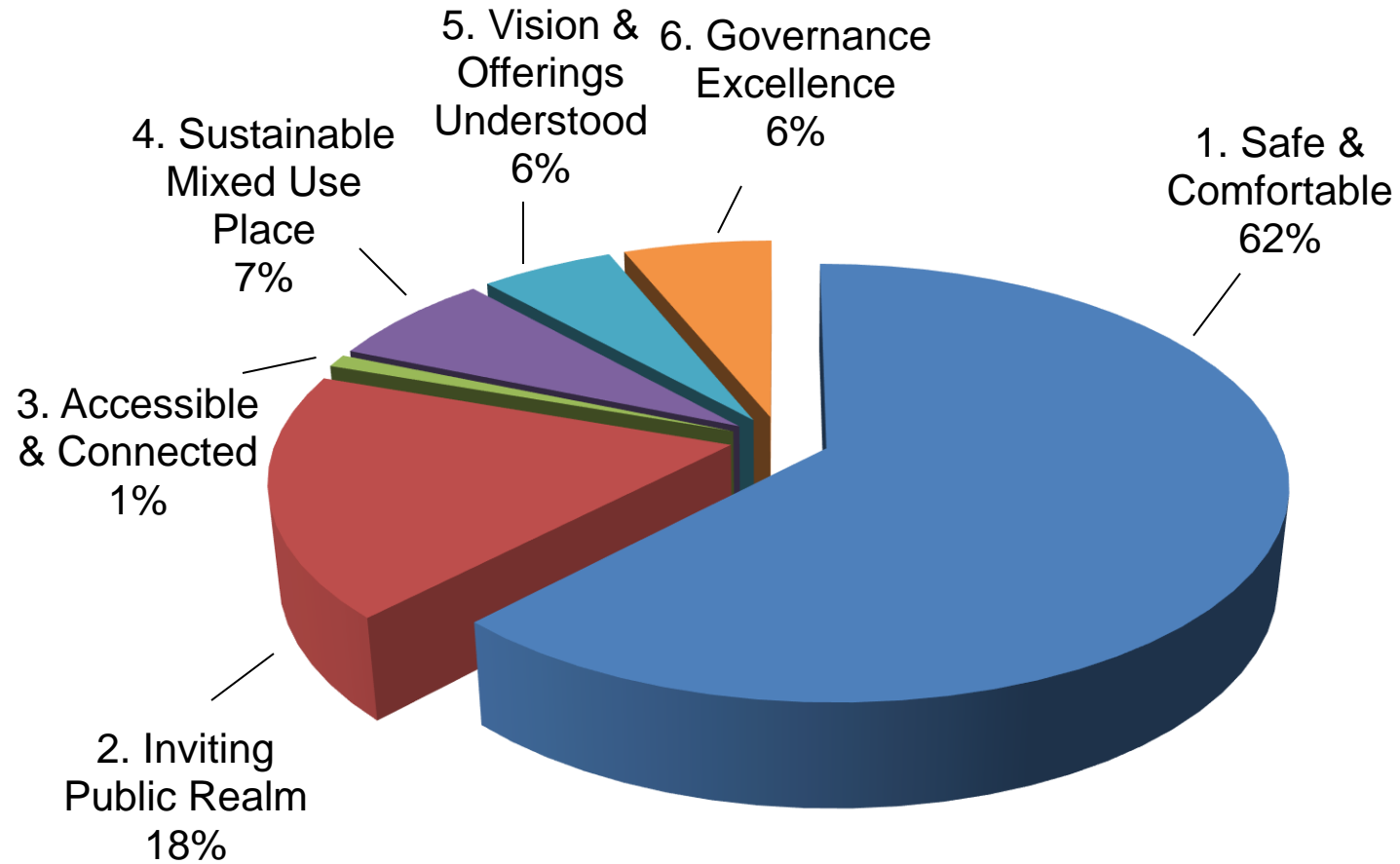
# 2024 Annual Budget



**Total: \$22,918,133**

Operating: \$20,132,219 Capital: \$2,785,914

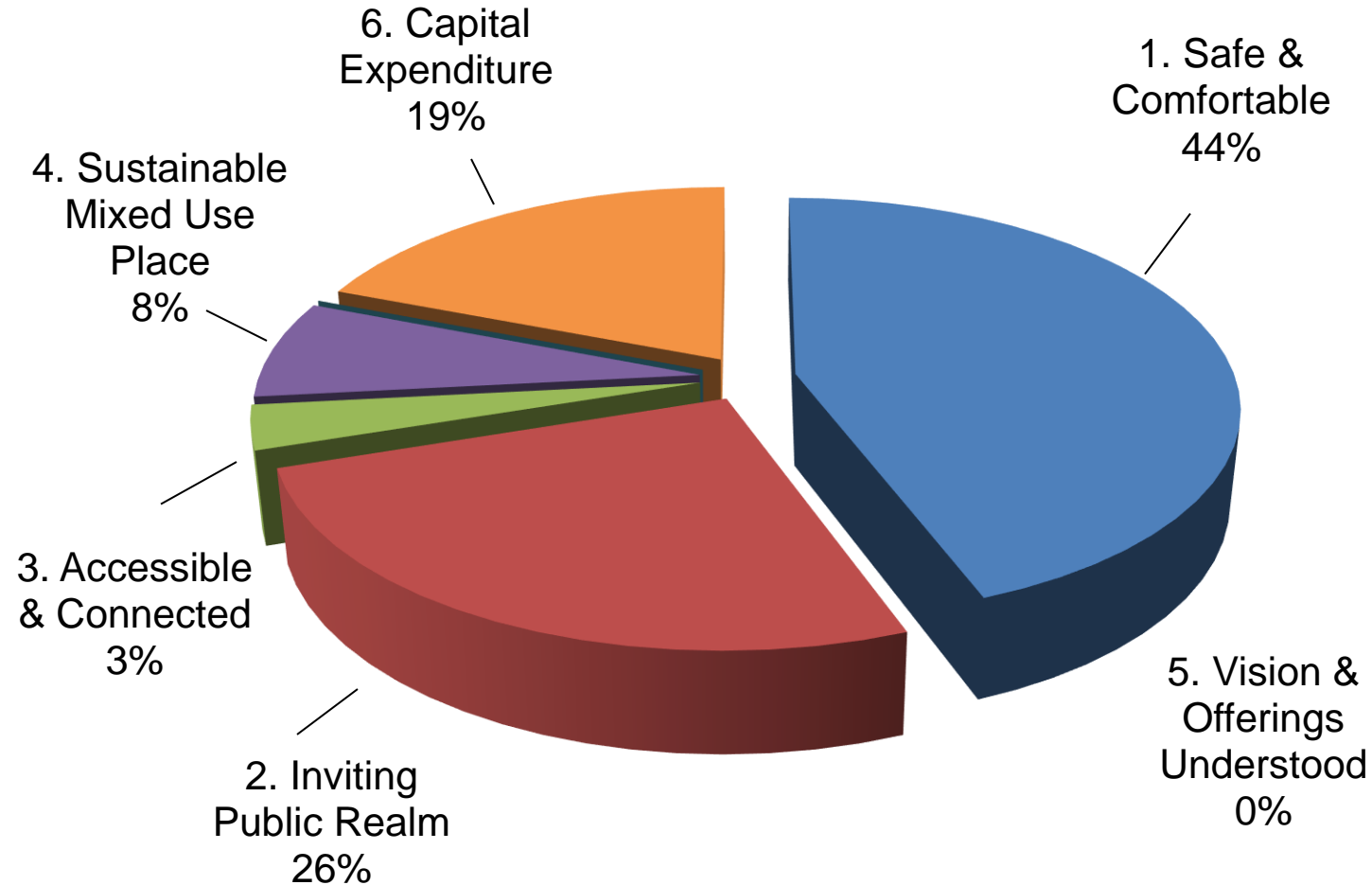
# July 2024 Operating Spending



**Total: \$8,598,982**

Variance from budget (\$2,652,617) or (24%) under budget

# July 2024 Capital Spending



**Total: \$419,755**

Variance from budget (\$1,587,199) or (79%) under budget

# July 2024 Budget Highlights

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Operating – (\$2.7M) or (24%) under budget

- **Safe & Comfortable for All (\$633K) or 11% under budget**
  - Under budget (\$180K) in Safety Guides and Law Enforcement support.
  - Under budget (\$338K) in Homeless Outreach programs.
  - Under budget(\$56K) in Street Lighting expense.
  - Under budget (\$229K) in Maintenance, Repairs and Landscaping.
  - The District recognized \$169K of expenses for clean up work for both the May 16 derecho storm and Hurricane Beryl. Application for FEMA reimbursement is underway.
- **Public Realm is Charming (\$769K) or 33% under budget**
  - Under budget (\$178K) in Accent Plants. Plantings have been delayed due to the two storms
  - Under budget (\$349K) in Holiday Logistics and Installation and (\$57K) in Art and Holiday Programming.

## July 2024 Budget Highlights

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Operating – (\$2.7M) or (24%) under budget

- Accessible to Region & Easy to Get Around (\$182K) or 69% under budget
  - Under budget (\$150K) due to the Fort Bend County Park and Ride not yet funded and (\$32K) in Wayfinding – contractor expense.
- Vibrant, Sustainable Mixed-Use Place (\$531K) or 47% under budget
  - Under budget (\$116K) in Economic Development.
  - Under budget (\$398K) in DLI payments not yet funded and (\$17K) in Residential Programming.
- Vision & Offering Understood by All (\$611K) or 56% under budget
  - Under budget (\$229K) in Marketing Expenditures.
  - Under budget (\$366K) in Planning and Consulting for Transportation and Placemaking studies.
- Governance Known for Excellence (\$87K) or 14% under budget
  - Under budget (\$87K) in Administration costs, Training and Depreciation.

## July 2024 Budget Highlights

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Capital Improvement – (\$1.6M) or (79%) under budget

- Safe & Comfortable (\$46K) or 20% under budget
  - Under budget (\$46K) in Landscape Amenities-Irrigation.
- Inviting Public Realm (\$727K) or 87% under budget
  - Under budget (\$293K) in Banners, (\$125K) in Lighting Plan Implementation, (\$125K) in Placemaking and Improved Pedestrian Connection, (\$186K) in Park improvements.
- Accessible to Region (\$736K) or 98% under budget
  - Under budget (\$736K) in Southeast Sidewalks TxDOT forecasted to be completed this summer.

# Check register for June 2024

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- Total checks issued in June 2024 were \$1.9 million
  - Block by Block
    - Safety Guides/Street Teams Contract Services - \$544,474
  - Block 98 Houston LLC
    - DLI Payments- \$591,342 (COH reimbursed \$471,239)
  - Seal Security Solutions, LLC
    - Contract Services - \$82,158
  - Today's Landscape
    - Contract Services - \$41,792
  - Pfeiffer & Son, LTD
    - Contract Services - \$41,196

# Check register for July 2024

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- Total checks issued in July 2024 were \$1.1 million
  - Block by Block
    - Safety Guides/Street Teams Contract Services - \$424,370
  - DRA
    - DLI Payments- \$185,960
  - Seal Security Solutions, LLC
    - Contract Services - \$78,327
  - Associated Landscape Services LLC
    - Contract Services - \$27,049
  - Jerdon Enterprise, LP
    - Contract Services - \$23,501



# 2024 Investment Report

## 2Q – 4/1/2024 thru 6/30/2024

	4/1/2024			Net Changes	6/30/2024		
	Operating	Capital	Total		Operating	Capital	Total
JPMorgan Chase	\$947K	\$736K	\$1,683K	(\$401K)	\$644K	\$638K	\$1,282K
TexPool Prime*	\$16,592K	\$4,011K	\$20,603K	(\$3,339K)	\$13,198K	\$4,066K	\$17,264K
Total Cash	\$17,539K	\$4,747K	\$22,286K	(\$3,740K)	\$13,842K	\$4,704K	\$18,546K

\*Avg. Daily Yield: 5.46%

# 2024 Disadvantaged Business Enterprise Program (DBE) Activity Report (1/1 – 6/30)

	2024			2023		
	Operating	Capital	Total	Operating	Capital	Total
Total Certified MWBE	\$1,200K	\$95K	\$1,295K	\$1,047K	\$16K	\$1,063K
Adj. Total Spending	\$7,374K	\$706K	\$8,423K	\$7,717K	\$706K	\$8,423K
Less: Qualified Exclusions	(\$2,720K)	-	(\$2,720K)	(\$3,843K)	(\$362K)	(\$4,205K)
Qualifying Total Spending	\$4,654K	\$393K	\$5,047K	\$3,874K	\$344K	\$4,218K
% MWBE Certified	25.8%	24.3%	25.7%	27.0%	4.6%	25.2%
Total Self-Certified MWBE	\$130K	\$3K	\$133K	\$40K	-	\$40K
% Cert. + Self Cert.	28.6%	25.2%	28.3%	28.0%	4.6%	26.1%
<b>OBJECTIVE</b>			<b>25.0%</b>			<b>25.0%</b>



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 June 30, 2024 and 2023, 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,

*nctp cpas, pllc*

Houston, Texas  
August 1, 2024

**Houston Downtown Management District**  
**Governmental Fund Balance Sheets and**  
**Statement of Net Position**  
**For the period ended June 2024, and June 2023**

	2024			2023		
	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)
<b>Assets</b>						
Cash	13,842,788	4,703,597	18,546,386	13,764,552	4,461,377	18,225,929
Assessments Due	272,516	22,252	294,768	357,051	30,842	387,893
Accounts Receivable	217,695	-	217,695	183,941	-	183,941
Prepaid Expense	26,235	-	26,235	26,235	-	26,235
Property & Equipment, Net	566,031	-	566,031	571,812	560	572,372
Right of Use Lease Assets, Net	2,355,881	-	2,355,881	2,668,564	-	2,668,564
Intercompany Rec/Pay	(1,268,579)	1,268,579	-	(1,187,898)	1,187,898	-
<b>Total Assets</b>	<b>16,012,568</b>	<b>5,994,428</b>	<b>22,006,996</b>	<b>16,384,257</b>	<b>5,680,677</b>	<b>22,064,934</b>
<b>Liabilities</b>						
Accounts Payable & Accrued Expenses	350,495	40,345	390,841	419,648	35,795	455,443
Lease Liabilities	2,545,264	-	2,545,264	2,815,105	-	2,815,105
Deferred Revenue	-	-	-	-	-	-
Reserve for Refunds due to Property Protests	1,484,586	101,228	1,585,814	1,132,270	84,226	1,216,496
<b>Total Liabilities &amp; Deferred Revenue</b>	<b>4,380,345</b>	<b>141,573</b>	<b>4,521,918</b>	<b>4,367,023</b>	<b>120,021</b>	<b>4,487,044</b>
<b>Fund Balances</b>						
Unreserved, Undesignated	10,996,965	-	10,996,965	11,217,233	-	11,217,233
Unreserved, Designated for Catastrophy	635,258	-	635,258	800,000	-	800,000
Reserved for Capital Projects	-	5,852,855	5,852,855	-	5,560,656	5,560,656
	11,632,223	5,852,855	17,485,078	12,017,233	5,560,656	35,155,779
<b>Total Liabilities, Deferred Revenue &amp; Fund Balances</b>	<b>16,012,568</b>	<b>5,994,428</b>	<b>22,006,996</b>	<b>16,384,257</b>	<b>5,680,677</b>	<b>22,064,934</b>

**Houston Downtown Management District**  
**Statement of Activities**  
**For the period ended June 2024, and June 2023**

	Operating YTD Actual	Capital YTD Actual	Total YTD Actual	YTD Budget	Fav (Unfav) Variance	% Var
<b>Revenue</b>						
Assessment Revenue	-	-	-	-	-	N/A
Operations Revenue	331,465	-	331,465	390,375	(58,910)	-15%
Project Revenue	3,293	-	3,293	15,000	(11,707)	-78%
Other Income	8,379	-	8,379	-	8,379	N/A
Interest Income	392,192	109,527	501,719	557,600	(55,881)	-10%
<b>Total Revenues</b>	<b>\$ 735,329</b>	<b>\$ 109,527</b>	<b>\$ 844,856</b>	<b>\$ 962,975</b>	<b>\$ (118,119)</b>	<b>-12%</b>
<b>Expenses</b>						
<b>Downtown Feels Safe &amp; Comfortable at All Times</b>						
Collaboration to Maintain Low Crime Rate	1,493,125	-	1,493,125	1,644,259	151,134	9%
Reduced Presence of Homeless & Street Persons	440,524	-	440,524	743,302	302,778	41%
Downtown Sidewalks are Comfortably Lighted	88,167	-	88,167	139,867	51,701	37%
Downtown Clean & Well-Kept Appearance	2,326,924	-	2,326,924	2,438,503	111,579	5%
Remove Signs of Disorder in Downtown	33,947	-	33,947	32,620	(1,326)	-4%
Prepare for Emergencies	221,670	-	221,670	59,457	(162,212)	-273%
	4,604,356	-	4,604,356	5,058,009	453,653	9%
<b>Public Realm is Charming, Inviting, Beautiful &amp; Celebrates the Life of the City</b>						
Key Pedestrian Streets are Inviting	226,648	-	226,648	228,146	1,498	1%
Public Spaces Managed, Programmed, & Delightful	976,495	-	976,495	916,351	(60,144)	-7%
Place of Civic Celebration	201,234	-	201,234	588,607	387,373	66%
	1,404,377	-	1,404,377	1,733,105	328,728	19%
<b>Accessible to Region &amp; Easy to Get Around</b>						
Effective Transit Access More Places, More Hours	9,928	-	9,928	160,073	150,145	94%
Convenient Circulation Without Personal Vehicle	-	-	-	-	-	N/A
Easy to Find Way Around	22,837	-	22,837	23,500	663	3%
Connect Neighborhoods & Districts Inside/Outside Downtown	31,777	-	31,777	31,839	62	0%
Convenient, Understandable & Managed Parking	6,305	-	6,305	6,390	85	1%
	70,847	-	70,847	221,802	150,955	68%
<b>Vibrant, Sustainable Mixed-Use Place</b>						
Best Place to Work in Region	177,452	-	177,452	267,927	90,476	34%
Exciting Neighborhoods to Live In	220,477	-	220,477	755,919	535,441	71%
Competitive Shopping Place	9,461	-	9,461	7,652	(1,808)	-24%
Remarkable Destination for Visitors	8,526	-	8,526	8,658	132	2%
	415,915	-	415,915	1,040,156	624,241	60%
<b>Downtown's Vision &amp; Offering Understood By All</b>						
Market to Region	300,004	-	300,004	479,661	179,657	37%
Promote Downtown's Ease of Use	50,169	-	50,169	61,916	11,747	19%
Vision/Development Framework Understood By All	50,869	-	50,869	399,884	349,015	87%
Tools to Assist Continued Redevelopment	13,175	-	13,175	14,228	1,052	7%
Develop & Main Information to Support Downtown	11,446	-	11,446	11,719	273	2%
	425,663	-	425,663	967,408	541,745	56%
<b>District Governance &amp; Service Known for Excellence</b>						
Engage Stakeholders in Decision Making	374,783	-	374,783	457,101	82,318	18%
Communications to Owners, Tenants & Others	30,937	-	30,937	35,661	4,724	13%
Preservation of District's Capital Assets	46,972	-	46,972	46,900	(72)	0%
	452,692	-	452,692	539,661	86,969	16%
<b>Capital Improvement &amp; Expenditures</b>						
Downtown Feels Safe & Comfortable	-	185,321	185,321	231,700	46,379	20%
Public Realm is Charming, Inviting & Beautiful	-	93,747	93,747	760,000	666,253	88%
Accessible to Region & Easy to Get Around	-	14,247	14,247	750,000	735,753	98%
Vibrant, Sustainable Mixed-Use Place	-	17,069	17,069	46,754	29,685	63%
Downtown's Vision & Offering Understood By All	-	-	-	-	-	N/A
Capital Replacement Expenditure	-	82,337	82,337	123,000	40,663	33%
	-	392,721	392,721	1,911,454	1,518,733	79%
<b>Total Expenses</b>	<b>7,373,851</b>	<b>392,721</b>	<b>7,766,571</b>	<b>11,471,596</b>	<b>3,705,024</b>	<b>32%</b>
Depreciation Expense	45,321	0	45,321	74,922	29,601	40%
<b>Excess of Revenue Over Expenses GAAP Basis</b>	<b>(6,683,842)</b>	<b>(283,193)</b>	<b>(6,967,036)</b>	<b>(10,583,543)</b>	<b>3,616,507</b>	<b>-34%</b>

**Houston Downtown Management District**  
**Statement of Activities**  
**For the period ended June 2024, and June 2023**

	Operating YTD Actual	Capital YTD Actual	2024 Total YTD Actual	2023 Total YTD Actual	Fav (Unfav) Variance	% Var
<b>Revenue</b>						
Assessment Revenue	-	-	-	-	-	N/A
Operations Revenue	331,465	-	331,465	282,952	48,513	17%
Project Revenue	3,293	-	3,293	179,394	(176,101)	-98%
Other Income	8,379	-	8,379	6,959	1,420	20%
Interest Income	392,192	109,527	501,719	445,371	56,348	13%
<b>Total Revenues</b>	<b>\$ 735,329</b>	<b>\$ 109,527</b>	<b>\$ 844,856</b>	<b>\$ 914,676</b>	<b>\$ (69,819)</b>	<b>-8%</b>
<b>Expenses</b>						
<b>Downtown Feels Safe &amp; Comfortable at All Times</b>						
Collaboration to Maintain Low Crime Rate	1,493,125	-	1,493,125	1,288,405	(204,720)	-16%
Reduced Presence of Homeless & Street Persons	440,524	-	440,524	311,209	(129,315)	-42%
Downtown Sidewalks are Comfortably Lighted	88,167	-	88,167	54,380	(33,787)	-62%
Downtown Clean & Well-Kept Appearance	2,326,924	-	2,326,924	2,274,986	(51,939)	-2%
Remove Signs of Disorder in Downtown	33,947	-	33,947	43,081	9,134	21%
Prepare for Emergencies	221,670	-	221,670	57,463	(164,206)	-286%
	4,604,356	-	4,604,356	4,029,523	(574,833)	-14%
<b>Public Realm is Charming, Inviting, Beautiful &amp; Celebrates the Life of the City</b>						
Key Pedestrian Streets are Inviting	226,648	-	226,648	206,856	(19,791)	-10%
Public Spaces Managed, Programmed, & Delightful	976,495	-	976,495	813,132	(163,363)	-20%
Place of Civic Celebration	201,234	-	201,234	1,092,820	891,586	82%
	1,404,377	-	1,404,377	2,112,808	708,431	34%
<b>Accessible to Region &amp; Easy to Get Around</b>						
Effective Transit Access More Places, More Hours	9,928	-	9,928	10,949	1,021	9%
Convenient Circulation Without Personal Vehicle	-	-	-	-	-	N/A
Easy to Find Way Around	22,837	-	22,837	21,102	(1,735)	-8%
Connect Neighborhoods & Districts Inside/Outside Downtown	31,777	-	31,777	38,686	6,909	18%
Convenient, Understandable & Managed Parking	6,305	-	6,305	3,757	(2,548)	-68%
	70,847	-	70,847	74,494	3,647	5%
<b>Vibrant, Sustainable Mixed-Use Place</b>						
Best Place to Work in Region	177,452	-	177,452	179,842	2,391	1%
Exciting Neighborhoods to Live In	220,477	-	220,477	299,811	79,334	26%
Competitive Shopping Place	9,461	-	9,461	10,005	545	5%
Remarkable Destination for Visitors	8,526	-	8,526	8,118	(408)	-5%
	415,915	-	415,915	497,776	81,861	16%
<b>Downtown's Vision &amp; Offering Understood By All</b>						
Market to Region	300,004	-	300,004	189,924	(110,080)	-58%
Promote Downtown's Ease of Use	50,169	-	50,169	47,353	(2,816)	-6%
Vision/Development Framework Understood By All	50,869	-	50,869	328,393	277,525	85%
Tools to Assist Continued Redevelopment	13,175	-	13,175	13,006	(169)	-1%
Develop & Main Information to Support Downtown	11,446	-	11,446	9,520	(1,926)	-20%
	425,663	-	425,663	588,195	162,532	28%
<b>District Governance &amp; Service Known for Excellence</b>						
Engage Stakeholders in Decision Making	374,783	-	374,783	353,962	(20,821)	-6%
Communications to Owners, Tenants & Others	30,937	-	30,937	25,554	(5,383)	-21%
Preservation of District's Capital Assets	46,972	-	46,972	44,561	(2,412)	-5%
	452,692	-	452,692	424,076	(28,615)	-7%
<b>Capital Improvement &amp; Expenditures</b>						
Downtown Feels Safe & Comfortable	-	185,321	185,321	169,183	(16,138)	-10%
Public Realm is Charming, Inviting & Beautiful	-	93,747	93,747	80,567	(13,180)	-16%
Accessible to Region & Easy to Get Around	-	14,247	14,247	411,624	397,377	97%
Vibrant, Sustainable Mixed-Use Place	-	17,069	17,069	26,874	9,805	36%
Downtown's Vision & Offering Understood By All	-	-	-	-	-	N/A
Capital Replacement Expenditure	-	82,337	82,337	18,420	(63,916)	-347%
	-	392,721	392,721	706,668	313,947	44%
<b>Total Expenses</b>	<b>7,373,851</b>	<b>392,721</b>	<b>7,766,571</b>	<b>8,433,542</b>	<b>666,970</b>	<b>8%</b>
Depreciation Expense	45,321	0	45,321	45,179	(142)	0%
<b>Excess of Revenue Over Expenses GAAP Basis</b>	<b>(6,683,842)</b>	<b>(283,193)</b>	<b>(6,967,036)</b>	<b>(7,564,045)</b>	<b>(597,009)</b>	<b>8%</b>

## Houston Downtown Management District

### Variance Analysis to the 2024 Budget

### For the Six Months Ended June 30, 2024

#### Revenue

1) Operations revenue is (\$59K) under budget due to (\$31K) in Trash Collection fees, (\$71K) of income forecasted from METRO Bus Stop Cleaning has not been received and (\$1K) of reimbursement from Buffalo Bayou Park for irrigation. Over budget \$8K for Main Street Market Square fountain reimbursement and \$36K in reimbursements from Houston First for the Cotswold Fountains. Project revenue is under budget (\$12K) due to receipts for utilities and rental payments from Tout Suite are a month behind. Other Income is \$8K over budget which includes vending receipts from Operations. Interest income is (\$56K) under budget due to the timing of assessment receipts invested.

#### **Operating Budget**

##### Expenses

- 2) Goal 1a-Collaboration to Maintain Low Crime Rate- Under budget (\$103K) in Safety Guides and Equipment, (\$7K) in ODO program and Law Enforcement support and (\$41K) in staffing Off Duty Officers.
- 3) Goal 1b-Reduced Presence of Homeless & Street Persons-Under budget (\$303K) in homeless outreach programs.
- 4) Goal 1c-Downtown Sidewalks are Comfortably Lighted-Under budget (\$52K) in Street Lighting Expense, amenities and maintenance.
- 5) Goal 1d-Downtown Noted for Cleanliness & Well-Kept Appearance- Under budget (\$52K) in Street Teams cleaning sidewalks and bus stops, (\$38K) in Paver repair and maintenance, (\$14K) in Landscaping, (\$11K) in Irrigation, (\$9K) in Operations overhead and (\$2K) in staffing. Over budget \$11 in Trash Collection personnel and bags.
- 6) Goal 1f-Prepare For Emergencies - Over budget \$162K due to clean up after the May 16 derecho storm. Board approved \$200K in funding out of the Board Designated Reserve of \$800K.
- 7) Goal 2b-Key Public Spaces Programmed and Delightful-Over budget \$10K in Main Street Square maintenance, \$29K in Cotswold Fountain maintenance reimbursed by Houston First, and \$10K in Market Square Park maintenance. Under budget (\$4K) in Trebly Park maintenance. Over budget \$73K in Market Square programming. Under budget (\$9K) in Trebly Park programming, (\$13K) in Event sponsorships, (\$27K) in Collaborative programming and (\$9K) in staffing.
- 8) Goal 2c-Place of Civic Celebration - Under budget (\$47K) in Art and Holiday Programming, (\$27K) in Seasonal Banner and Pole & Pot maintenance, (\$352K) in Holiday Logistics and Installation and (\$9K) in staffing. Over budget \$48K in Allen Parkway maintenance reimbursed by the DRA.
- 9) Goal 3a-Effective Transit Access More Places-Under budget (\$150K) due to the Fort Bend County Park and Ride has not yet been funded.
- 10) Goal 4a-Best Place to Work in the Region-Under budget (\$90K) in Economic Development.
- 11) Goal 4b-Exciting Neighborhoods To Live In-Under budget (\$519K) in DLI Grants and (\$14K) in Residential Programming.
- 12) Goal 5a-Market to Region-Under budget (\$179K) in marketing expenditures.
- 13) Goal 5b-Promote Downtown's Ease of Use-Under budget (\$12K) in staffing.
- 14) Goal 5c-Vision/Development Framework Understood by all - Under budget (\$349K) in Planning Consultants & Expenses.
- 15) Goal 6a-Engage Stakeholders in Decision Making - Under budget (\$53K) in Administration costs, Training, and Depreciation and (\$29K) in staffing.

#### **Capital Budget**

- 16) Safe and Comfortable - Under budget (\$45K) in Landscape Amenities-Irrigation and (\$1K) in Flock Cameras.
- 17) Public Realm Is Charming - Under budget (\$297K) in Banners, (\$119K) in Trebly Park furnishings, (\$100K) in Lighting Plan Implementation, (\$100K) in Storefront/Streetscape Activation and Improved Pedestrian Connect, (\$3K) in Urban Canopy and (\$49K) in Market Square Park improvements. Over budget \$2K for More Space Main Street 2.0.
- 18) Accessible to Entire Region - Under budget (\$536K) for Southeast Sidewalks TxDOT and (\$200K) in Sidewalk Infill Projects.
- 19) Vibrant Sustainable Mixed-Use Place - Under budget (\$30K) for DLI grants.
- 20) District Governance - Under budget (\$38K) for Capital Replacement expenditures and (\$2K) in Assessment Fees.



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 July 31, 2024 and 2023, and the related statements of activities for the months then ended, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements, nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

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

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

Sincerely,

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

Houston, Texas  
August 5, 2024



**Houston Downtown Management District  
Governmental Fund Balance Sheets and  
Statement of Net Position  
For the period ended July 2024, and July 2023**

	2024			2023		
	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)
<b>Assets</b>						
Cash	12,928,178	4,682,663	17,610,840	12,349,945	4,437,802	16,787,747
Assessments Due	268,050	21,888	289,938	353,063	30,502	383,565
Accounts Receivable	214,544	-	214,544	647,503	-	647,503
Prepaid Expense	26,235	-	26,235	26,235	-	26,235
Property & Equipment, Net	558,343	-	558,343	564,190	467	564,657
Right of Use Lease Assets, Net	2,553,870	-	2,553,870	2,642,507	-	2,642,507
Intercompany Rec/Pay	(1,273,085)	1,273,085	-	(1,167,766)	1,167,766	-
<b>Total Assets</b>	<b>15,276,134</b>	<b>5,977,635</b>	<b>21,253,769</b>	<b>15,415,677</b>	<b>5,636,537</b>	<b>21,052,214</b>
<b>Liabilities</b>						
Accounts Payable & Accrued Expenses	561,058	12,953	574,010	846,309	35,795	882,104
Lease Liabilities	2,746,014	-	2,746,014	2,793,014	-	2,793,014
Deferred Revenue	-	-	-	-	-	-
Reserve for Refunds due to Property Protests	1,427,355	96,359	1,523,714	1,112,117	82,349	1,194,466
<b>Total Liabilities &amp; Deferred Revenue</b>	<b>4,734,427</b>	<b>109,312</b>	<b>4,843,739</b>	<b>4,751,440</b>	<b>118,144</b>	<b>4,869,584</b>
<b>Fund Balances</b>						
Unreserved, Undesignated	9,913,296	-	9,913,296	9,864,237	-	9,864,237
Unreserved, Designated for Catastrophy	628,411	-	628,411	800,000	-	800,000
Reserved for Capital Projects	-	5,868,324	5,868,324	-	5,518,393	5,518,393
	10,541,707	5,868,324	16,410,030	10,664,237	5,518,393	32,365,260
<b>Total Liabilities, Deferred Revenue &amp; Fund Balances</b>	<b>15,276,134</b>	<b>5,977,635</b>	<b>21,253,769</b>	<b>15,415,677</b>	<b>5,636,537</b>	<b>21,052,214</b>

**Houston Downtown Management District**  
**Statement of Activities**  
**For the period ended July 2024, and July 2023**

	Operating YTD Actual	Capital YTD Actual	Total YTD Actual	YTD Budget	Fav (Unfav) Variance	% Var
<b>Revenue</b>						
Assessment Revenue	-	-	-	-	-	N/A
Operations Revenue	433,378	-	433,378	469,125	(35,747)	-8%
Project Revenue	3,293	-	3,293	167,500	(164,207)	-98%
Other Income	10,744	-	10,744	-	10,744	N/A
Interest Income	453,867	128,381	582,247	636,950	(54,703)	-9%
<b>Total Revenues</b>	<b>\$ 901,282</b>	<b>\$ 128,381</b>	<b>\$ 1,029,663</b>	<b>\$ 1,273,575</b>	<b>\$ (243,912)</b>	<b>-19%</b>
<b>Expenses</b>						
<b>Downtown Feels Safe &amp; Comfortable at All Times</b>						
Collaboration to Maintain Low Crime Rate	1,780,828	-	1,780,828	1,961,125	180,297	9%
Reduced Presence of Homeless & Street Persons	527,273	-	527,273	865,219	337,946	39%
Downtown Sidewalks are Comfortably Lighted	98,929	-	98,929	154,845	55,916	36%
Downtown Clean & Well-Kept Appearance	2,663,577	-	2,663,577	2,893,036	229,459	8%
Remove Signs of Disorder in Downtown	40,221	-	40,221	38,474	(1,748)	-5%
Prepare for Emergencies	237,336	-	237,336	68,609	(168,727)	-246%
	5,348,165	-	5,348,165	5,981,308	633,143	11%
<b>Public Realm is Charming, Inviting, Beautiful &amp; Celebrates the Life of the City</b>						
Key Pedestrian Streets are Inviting	235,277	-	235,277	413,393	178,115	43%
Public Spaces Managed, Programmed, & Delightful	1,098,222	-	1,098,222	1,127,118	28,897	3%
Place of Civic Celebration	227,137	-	227,137	629,292	402,155	64%
	1,560,636	-	1,560,636	2,169,803	609,167	28%
<b>Accessible to Region &amp; Easy to Get Around</b>						
Effective Transit Access More Places, More Hours	11,598	-	11,598	161,751	150,154	93%
Convenient Circulation Without Personal Vehicle	-	-	-	-	-	N/A
Easy to Find Way Around	25,782	-	25,782	57,417	31,635	55%
Connect Neighborhoods & Districts Inside/Outside Downtown	37,116	-	37,116	37,146	30	0%
Convenient, Understandable & Managed Parking	7,379	-	7,379	7,455	76	1%
	81,874	-	81,874	263,769	181,895	69%
<b>Vibrant, Sustainable Mixed-Use Place</b>						
Best Place to Work in Region	187,950	-	187,950	304,248	116,298	38%
Exciting Neighborhoods to Live In	393,612	-	393,612	810,511	416,899	51%
Competitive Shopping Place	11,051	-	11,051	8,928	(2,123)	-24%
Remarkable Destination for Visitors	9,957	-	9,957	10,101	144	1%
	602,569	-	602,569	1,133,788	531,219	47%
<b>Downtown's Vision &amp; Offering Understood By All</b>						
Market to Region	330,397	-	330,397	559,605	229,208	41%
Promote Downtown's Ease of Use	57,842	-	57,842	72,236	14,394	20%
Vision/Development Framework Understood By All	59,233	-	59,233	424,865	365,631	86%
Tools to Assist Continued Redevelopment	15,508	-	15,508	16,599	1,091	7%
Develop & Main Information to Support Downtown	13,396	-	13,396	13,672	276	2%
	476,376	-	476,376	1,086,976	610,600	56%
<b>District Governance &amp; Service Known for Excellence</b>						
Engage Stakeholders in Decision Making	446,538	-	446,538	527,451	80,913	15%
Communications to Owners, Tenants & Others	35,852	-	35,852	41,604	5,752	14%
Preservation of District's Capital Assets	46,972	-	46,972	46,900	(72)	0%
	529,362	-	529,362	615,955	86,593	14%
<b>Capital Improvement &amp; Expenditures</b>						
Downtown Feels Safe & Comfortable	-	186,016	186,016	231,700	45,684	20%
Public Realm is Charming, Inviting & Beautiful	-	107,549	107,549	835,000	727,451	87%
Accessible to Region & Easy to Get Around	-	14,247	14,247	750,000	735,753	98%
Vibrant, Sustainable Mixed-Use Place	-	31,654	31,654	46,754	15,100	32%
Downtown's Vision & Offering Understood By All	-	-	-	-	-	N/A
Capital Replacement Expenditure	-	80,289	80,289	143,500	63,211	44%
	-	419,755	419,755	2,006,954	1,587,199	79%
<b>Total Expenses</b>	<b>8,598,982</b>	<b>419,755</b>	<b>9,018,737</b>	<b>13,258,553</b>	<b>4,239,816</b>	<b>32%</b>
Depreciation Expense	53,009	0	53,009	87,576	34,567	39%
<b>Excess of Revenue Over Expenses GAAP Basis</b>	<b>(7,750,709)</b>	<b>(291,374)</b>	<b>(8,042,084)</b>	<b>(12,072,554)</b>	<b>4,030,471</b>	<b>-33%</b>

**Houston Downtown Management District**  
**Statement of Activities**  
**For the period ended July 2024, and July 2023**

	Operating YTD Actual	Capital YTD Actual	2024 Total YTD Actual	2023 Total YTD Actual	Fav (Unfav) Variance	% Var
<b>Revenue</b>						
Assessment Revenue	-	-	-	-	-	N/A
Operations Revenue	433,378	-	433,378	381,597	51,781	14%
Project Revenue	3,293	-	3,293	185,916	(182,623)	-98%
Other Income	10,744	-	10,744	9,024	1,720	19%
Interest Income	453,867	128,381	582,247	520,335	61,913	12%
<b>Total Revenues</b>	<b>\$ 901,282</b>	<b>\$ 128,381</b>	<b>\$ 1,029,663</b>	<b>\$ 1,096,871</b>	<b>\$ (67,209)</b>	<b>-6%</b>
<b>Expenses</b>						
<b>Downtown Feels Safe &amp; Comfortable at All Times</b>						
Collaboration to Maintain Low Crime Rate	1,780,828	-	1,780,828	1,517,300	(263,528)	-17%
Reduced Presence of Homeless & Street Persons	527,273	-	527,273	501,070	(26,203)	-5%
Downtown Sidewalks are Comfortably Lighted	98,929	-	98,929	65,121	(33,808)	-52%
Downtown Clean & Well-Kept Appearance	2,663,577	-	2,663,577	2,818,642	155,065	6%
Remove Signs of Disorder in Downtown	40,221	-	40,221	49,869	9,648	19%
Prepare for Emergencies	237,336	-	237,336	72,185	(165,151)	-229%
	5,348,165	-	5,348,165	5,024,187	(323,979)	-6%
<b>Public Realm is Charming, Inviting, Beautiful &amp; Celebrates the Life of the City</b>						
Key Pedestrian Streets are Inviting	235,277	-	235,277	302,200	66,923	22%
Public Spaces Managed, Programmed, & Delightful	1,098,222	-	1,098,222	955,931	(142,290)	-15%
Place of Civic Celebration	227,137	-	227,137	1,071,990	844,853	79%
	1,560,636	-	1,560,636	2,330,121	769,485	33%
<b>Accessible to Region &amp; Easy to Get Around</b>						
Effective Transit Access More Places, More Hours	11,598	-	11,598	13,985	2,387	17%
Convenient Circulation Without Personal Vehicle	-	-	-	-	-	N/A
Easy to Find Way Around	25,782	-	25,782	25,124	(658)	-3%
Connect Neighborhoods & Districts Inside/Outside Downtown	37,116	-	37,116	52,586	15,471	29%
Convenient, Understandable & Managed Parking	7,379	-	7,379	4,527	(2,852)	-63%
	81,874	-	81,874	96,222	14,348	15%
<b>Vibrant, Sustainable Mixed-Use Place</b>						
Best Place to Work in Region	187,950	-	187,950	189,545	1,595	1%
Exciting Neighborhoods to Live In	393,612	-	393,612	389,819	(3,793)	-1%
Competitive Shopping Place	11,051	-	11,051	12,483	1,432	11%
Remarkable Destination for Visitors	9,957	-	9,957	9,479	(478)	-5%
	602,569	-	602,569	601,326	(1,244)	0%
<b>Downtown's Vision &amp; Offering Understood By All</b>						
Market to Region	330,397	-	330,397	263,186	(67,210)	-26%
Promote Downtown's Ease of Use	57,842	-	57,842	57,353	(489)	-1%
Vision/Development Framework Understood By All	59,233	-	59,233	364,790	305,557	84%
Tools to Assist Continued Redevelopment	15,508	-	15,508	15,287	(221)	-1%
Develop & Main Information to Support Downtown	13,396	-	13,396	11,823	(1,574)	-13%
	476,376	-	476,376	712,439	236,063	33%
<b>District Governance &amp; Service Known for Excellence</b>						
Engage Stakeholders in Decision Making	446,538	-	446,538	395,282	(51,256)	-13%
Communications to Owners, Tenants & Others	35,852	-	35,852	30,959	(4,893)	-16%
Preservation of District's Capital Assets	46,972	-	46,972	44,561	(2,412)	-5%
	529,362	-	529,362	470,801	(58,561)	-12%
<b>Capital Improvement &amp; Expenditures</b>						
Downtown Feels Safe & Comfortable	-	186,016	186,016	169,183	(16,833)	-10%
Public Realm is Charming, Inviting & Beautiful	-	107,549	107,549	104,674	(2,875)	-3%
Accessible to Region & Easy to Get Around	-	14,247	14,247	430,406	416,159	97%
Vibrant, Sustainable Mixed-Use Place	-	31,654	31,654	34,366	2,712	8%
Downtown's Vision & Offering Understood By All	-	-	-	-	-	N/A
Capital Replacement Expenditure	-	80,289	80,289	29,558	(50,731)	-172%
	-	419,755	419,755	768,187	348,432	45%
<b>Total Expenses</b>	<b>8,598,982</b>	<b>419,755</b>	<b>9,018,737</b>	<b>10,003,282</b>	<b>984,545</b>	<b>10%</b>
Depreciation Expense	53,009	0	53,009	52,894	(116)	0%
<b>Excess of Revenue Over Expenses GAAP Basis</b>	<b>(7,750,709)</b>	<b>(291,374)</b>	<b>(8,042,084)</b>	<b>(8,959,304)</b>	<b>(917,221)</b>	<b>10%</b>

## **Houston Downtown Management District Variance Analysis to the 2024 Budget For the Seven Months Ended July 31, 2024**

### **Revenue**

1) Operations revenue is (\$36K) under budget due to timing of invoicing for trash receipts and reimbursements. Project revenue is under budget (\$164K) due to the District has not invoiced the DRA for Allen Parkway maintenance and the delay of utility reimbursements from the Trebly Park restaurant vendor. Interest income is (\$55K) under budget due to assessment receipts invested is less than forecasted.

### **Operating Budget**

#### **Expenses**

- 2) Goal 1a-Collaboration to Maintain Low Crime Rate- Under budget (\$120K) in Safety Guides and Equipment due to delay in receiving Block by Block invoices, (\$8K) in ODO program and Law Enforcement support, (\$3K) in Private Security and (\$49K) in staffing Off Duty Officers.
  - 3) Goal 1b-Reduced Presence of Homeless & Street Persons-Under budget (\$338K) in homeless outreach programs.
  - 4) Goal 1c-Downtown Sidewalks are Comfortably Lighted-Under budget (\$56K) in Street Lighting Expense, amenities and maintenance.
  - 5) Goal 1d-Downtown Noted for Cleanliness & Well-Kept Appearance- Under budget (\$122K) in Street Teams cleaning sidewalks and bus stops due to delay in receipt of Block by Block billing, (\$67K) in Paver repair and maintenance, (\$30K) in Landscaping, (\$8K) in Irrigation and (\$7K) in Operations overhead. Over budget \$5K in Trash collections.
  - 6) Goal 1f-Prepare for Emergencies-Over budget\$169K due to clean up after the May 16 derecho storm and Hurricane Beryl. The Executive Committee authorized use of the reserve fund designated for emergencies. The District is working with FEMA on getting reimbursement for some of the costs.
  - 7) Goal 2a-Key Pedestrian Streets are Inviting-Under budget (\$178K) in Accent Plants - contractor's and materials. Plantings have been delayed due to the two storms.
  - 8) Goal 2c-Place of Civic Celebration - Under budget (\$349K) in Holiday Logistics and Installation, (\$57K) in Art and Holiday Programming, (\$37K) in Banner and Pole and Pot Maintenance and (\$10K) in staffing. Over budget \$51K in Allen Parkway Maintenance.
  - 9) Goal 3a-Effective Transit Access More Places-Under budget(\$150K) due to the Fort Bend County Park and Ride has not yet been funded.
  - 10) Goal 3c-Easy to Find Way Around-Under budget (\$32K) for Wayfinding System-Contractor Expenses.
  - 11) Goal 4a-Best Place to Work in the Region-Under budget (\$107K) in Economic Development and (\$10K) in staffing.
  - 12) Goal 4b-Exciting Neighborhoods To Live In-Under budget (\$398K) in DLI Grants (\$17K) in Residential Programming and (\$2K) in staffing.
  - 13) Goal 5a-Market to Region-Under budget (\$234K) in marketing expenditures and over budget \$5K in staffing.
  - 14) Goal 5b-Promote Downtown's Ease of Use-Under budget (\$14K) in staffing.
  - 15) Goal 5c-Vision/Development Framework Understood by all - Under budget (\$366K) in Planning Consultants & Expenses.
  - 16) Goal 6a-Engage Stakeholders in Decision Making - Under budget (\$50K) in Administration costs, Training, and Depreciation and (\$31K) in staffing.
- ### **Capital Budget**
- 17) Safe and Comfortable - Under budget (\$46K) in Landscape Amenities-Irrigation.
  - 18) Public Realm Is Charming - Under budget (\$293K) in Banners, (\$125K) in Lighting Plan Implementation, (\$125K) in Storefront/Streetscape Activation and Improved Pedestrian Connect, (\$3K) in Urban Canopy, (\$40K) in Market Square Park improvements and (\$143K) in Trebly Park furnishings. Over budget \$2K for More Space Main Street 2.0.
  - 19) Accessible to Entire Region - Under budget (\$736K) for Southeast Sidewalks TxDOT.
  - 20) Vibrant Sustainable Mixed-Use Place Under budget - (\$15) for DLI grants.
  - 21) District Governance - Under budget (\$60K) for Capital Replacement expenditures and (\$3K) in Assessment Fees.

## HDMD Operating 3643 - JP Morgan Chase, N.A.

## Check register

June 2024

Date	Payee	Amount	Cleared
<b>Account no: 1890323643</b>			
6/1/2024	VEN-00543--101 AUSTIN LLC	176.29	In Transit
6/1/2024	VEN-00547--717 TEXAS LP	29,479.30	In Transit
6/1/2024	VEN-00542--Alamo Title Company	19.83	In Transit
6/1/2024	VEN-00544--BW HOU HOSPITALITY	1,150.40	In Transit
6/1/2024	VEN-00550--CLAYCO ACADEMY SPORTS NO 1 LTD	573.54	In Transit
6/1/2024	VEN-00545--HOGG PALACE	11,713.50	In Transit
6/1/2024	VEN-00553--JHORDAN PLASENCIA	54.06	In Transit
6/1/2024	VEN-00495--Linebarger Goggan Blair & Sampson, LLP	4,013.98	In Transit
6/1/2024	VEN-00554--MARION MONTGOMERY PROPERTIES	569.49	In Transit
6/1/2024	VEN-00555--MILLICO LP	133.72	In Transit
6/1/2024	VEN-00546--MVL ESTATES FOUR LLC	655.73	In Transit
6/1/2024	VEN-00549--PAPPAS RESTAURANTS INC	916.30	In Transit
6/1/2024	VEN-00552--RICHARD DINGMAN TRUST	72.88	In Transit
6/1/2024	VEN-00548--STAR OWNER LLC	3,933.79	In Transit
6/1/2024	VEN-00493--Vmc Trs 2LLC	4,340.45	In Transit
6/5/2024	VEN-00530--Antoine Holmes	520.00	In Transit
6/5/2024	VEN-00324--Associated Landscape Services LLC	4,430.00	In Transit
6/5/2024	VEN-00404--AT&T	789.58	In Transit
6/5/2024	VEN-00408--Avalon Music	1,500.00	In Transit
6/5/2024	VEN-00021--Bracewell	5,512.50	In Transit
6/5/2024	VEN-00525--Brandon Kpotie	260.00	In Transit
6/5/2024	VEN-00526--Charles Franklin	910.00	In Transit
6/5/2024	VEN-00331--CITY OF HOUSTON-HPARD	97.71	In Transit
6/5/2024	VEN-00320--Clutch Consulting Group LLC	3,325.00	In Transit
6/5/2024	VEN-00044--Crest Printing	2,615.50	In Transit
6/5/2024	VEN-00519--David Russell	520.00	In Transit
6/5/2024	VEN-00330--Directv	104.98	In Transit
6/5/2024	VEN-00517--Franklin Burnett	260.00	In Transit
6/5/2024	VEN-00532--Ivan Sosa-Castillo	520.00	In Transit
6/5/2024	VEN-00527--Jacob Pena	260.00	In Transit
6/5/2024	VEN-00520--Jennifer Kennedy	700.50	In Transit
6/5/2024	VEN-00528--JOELL MATHEWS	260.00	In Transit
6/5/2024	VEN-00447--Jordan Dunn-Ridgill	2,150.00	In Transit
6/5/2024	VEN-00524--Jose Teran	455.00	In Transit
6/5/2024	VEN-00536--Kelsey Chambers	260.00	In Transit
6/5/2024	VEN-00537--LANDSCAPE ART	28,217.80	In Transit
6/5/2024	VEN-00523--Marcus Labbe	520.00	In Transit

6/5/2024	VEN-00538--MC2 CIVIL, LLC	28,929.64	In Transit
6/5/2024	VEN-00529--Moises Alfaro	1,300.00	In Transit
6/5/2024	VEN-00177--Northern Tool & Equipment	93.88	In Transit
6/5/2024	VEN-00179--Orkin	132.00	In Transit
6/5/2024	VEN-00251--Texas Outhouse	452.54	In Transit
6/5/2024	VEN-00265--Thomas Printworks	547.56	In Transit
6/5/2024	VEN-00504--Today's Landscape	8,327.38	In Transit
6/5/2024	VEN-00271--Touch Agree Property	2,547.20	In Transit
6/5/2024	VEN-00290--Verizon Wireless	626.81	In Transit
6/5/2024	VEN-00534--Vestis Group, Inc	207.94	In Transit
6/5/2024	VEN-00303--Wholesale Electric Supply	44.82	In Transit
6/11/2024	VEN-00403--AARON HERNANDEZ	16.13	In Transit
6/11/2024	VEN-00324--Associated Landscape Services LLC	27,048.93	In Transit
6/11/2024	VEN-00408--Avalon Music	1,300.00	In Transit
6/11/2024	VEN-00016--Bartlett Tree Experts	7,250.00	In Transit
6/11/2024	VEN-00321--BLOCK BY BLOCK	100,919.35	In Transit
6/11/2024	VEN-00377--Camarata Masonry Systems	18,411.00	In Transit
6/11/2024	VEN-00505--Capital One Trade Credit	93.88	In Transit
6/11/2024	VEN-00499--Catherine Sdao	7,083.67	In Transit
6/11/2024	VEN-00331--CITY OF HOUSTON-HPARD	130.12	In Transit
6/11/2024	VEN-00322--COLOR SPECIALIST LANDSCAPING, INC	2,500.00	In Transit
6/11/2024	VEN-00044--Crest Printing	957.00	In Transit
6/11/2024	VEN-00064--Field of Study	1,833.86	In Transit
6/11/2024	VEN-00075--Geocentric LLC	9,000.00	In Transit
6/11/2024	VEN-00323--Gulf Coast Pavers, Inc	19,200.00	In Transit
6/11/2024	VEN-00081--Hamilton Plumbing Services	365.00	In Transit
6/11/2024	VEN-00082--Hardy & Hardy	3,550.00	In Transit
6/11/2024	VEN-00086--Home Depot Credit Services	359.20	In Transit
6/11/2024	VEN-00102--Incontrol Construction LLC	18,421.92	In Transit
6/11/2024	VEN-00105--International Stoneworks, Inc	137.02	In Transit
6/11/2024	VEN-00146--Lincoln Colwell	1,910.00	In Transit
6/11/2024	VEN-00147--Lone Star Flags	2,042.00	In Transit
6/11/2024	VEN-00349--Neue Creative-CMYK GROUP LLC	625.00	In Transit
6/11/2024	VEN-00185--Pfeiffer & Son, LTD.	8,401.00	In Transit
6/11/2024	VEN-00318--STERLING EXPRESS SERVICES	68.40	In Transit
6/11/2024	VEN-00240--Streetsense	3,000.00	In Transit
6/11/2024	VEN-00249--Teamwork Construction Services	5,000.00	In Transit
6/11/2024	VEN-00540--Texas Monthly	7,517.00	In Transit
6/11/2024	VEN-00251--Texas Outhouse	452.54	In Transit
6/11/2024	VEN-00259--The Davey Tree Expert Company	2,550.00	In Transit
6/11/2024	VEN-00277--Triple R Brothers	73.12	In Transit
6/11/2024	VEN-00279--TXU Energy	7,403.31	In Transit

6/11/2024	VEN-00302--Westpark Communications, L.P.	69.44	In Transit
6/12/2024	VEN-00445--TALON CONSTRUCTION LLC	26,850.00	In Transit
6/18/2024	VEN-00324--Associated Landscape Services LLC	166.00	In Transit
6/18/2024	VEN-00408--Avalon Music	1,350.00	In Transit
6/18/2024	VEN-00021--Bracewell	4,375.00	In Transit
6/18/2024	VEN-00503--Challenge Entertainment	450.00	In Transit
6/18/2024	VEN-00393--CKP Communications Group LLC	17,225.00	In Transit
6/18/2024	VEN-00044--Crest Printing	1,283.50	In Transit
6/18/2024	VEN-00440--Fastlane Services	750.00	In Transit
6/18/2024	VEN-00083--Harris County Treasurer	9,700.00	In Transit
6/18/2024	VEN-00088--Houston Business Journal	880.00	In Transit
6/18/2024	VEN-00520--Jennifer Kennedy	692.75	In Transit
6/18/2024	VEN-00126--Keith Gould	63.73	In Transit
6/18/2024	VEN-00557--Lila Vaughn	385.00	In Transit
6/18/2024	VEN-00160--Medley Inc.	15,000.00	In Transit
6/18/2024	VEN-00179--Orkin	144.99	In Transit
6/18/2024	VEN-00185--Pfeiffer & Son, LTD.	22,239.50	In Transit
6/18/2024	VEN-00199--Rae Security	220.00	In Transit
6/18/2024	VEN-00217--Sabrina Naulings	770.00	In Transit
6/18/2024	VEN-00219--Seal Security Solutions, LLC	82,158.24	In Transit
6/18/2024	VEN-00231--Splice of Life	21,752.00	In Transit
6/18/2024	VEN-00259--The Davey Tree Expert Company	6,750.00	In Transit
6/18/2024	VEN-00260--The Harris Center For Mental Health and II	21,863.42	In Transit
6/18/2024	VEN-00271--Touch Agree Property	2,547.20	In Transit
6/18/2024	VEN-00534--Vestis Group, Inc	194.75	In Transit
6/20/2024	VEN-00556--J. TYLER	820.50	In Transit
6/24/2024	VEN-00551--STERRETT STREET PROPERTY LLC	232.80	In Transit
6/26/2024	VEN-00530--Antoine Holmes	780.00	In Transit
6/26/2024	VEN-00404--AT&T	789.58	In Transit
6/26/2024	VEN-00497--BIII GStreet LLC	21,007.05	In Transit
6/26/2024	VEN-00321--BLOCK BY BLOCK	443,554.82	In Transit
6/26/2024	VEN-00525--Brandon Kpotie	520.00	In Transit
6/26/2024	VEN-00028--Carr Riggs & Ingram	8,500.00	In Transit
6/26/2024	VEN-00410--CASSANDRA HOEPRICH	151.98	In Transit
6/26/2024	VEN-00425--Centra 417 San Jacinto LLC	3,125.00	In Transit
6/26/2024	VEN-00531--Christopher Gilliam	520.00	In Transit
6/26/2024	VEN-00374--CoStar Realty Information, Inc.	1,614.60	In Transit
6/26/2024	VEN-00519--David Russell	1,527.50	In Transit
6/26/2024	VEN-00517--Franklin Burnett	520.00	In Transit
6/26/2024	VEN-00076--Grainger	18.12	In Transit
6/26/2024	VEN-00105--International Stoneworks, Inc	110.26	In Transit
6/26/2024	VEN-00532--Ivan Sosa-Castillo	1,040.00	In Transit

6/26/2024	VEN-00527--Jacob Pena	520.00	In Transit
6/26/2024	VEN-00109--Jacque Gonzalez-Garcia	275.03	In Transit
6/26/2024	VEN-00520--Jennifer Kennedy	1,044.25	In Transit
6/26/2024	VEN-00528--JOELL MATHEWS	780.00	In Transit
6/26/2024	VEN-00119--Johnson Controls Security Solutions	647.50	In Transit
6/26/2024	VEN-00524--Jose Teran	1,820.00	In Transit
6/26/2024	VEN-00536--Kelsey Chambers	780.00	In Transit
6/26/2024	VEN-00523--Marcus Labbe	1,560.00	In Transit
6/26/2024	VEN-00160--Medley Inc.	8,000.00	In Transit
6/26/2024	VEN-00529--Moises Alfaro	1,300.00	In Transit
6/26/2024	VEN-00178--One Market Square Phase I	5,000.00	In Transit
6/26/2024	VEN-00518--Raven Mathis	1,202.50	In Transit
6/26/2024	VEN-00276--TriK Motorsports	1,200.00	In Transit
6/26/2024	VEN-00303--Wholesale Electric Supply	1,376.00	In Transit
6/27/2024	VEN-00408--Avalon Music	1,600.00	In Transit
6/27/2024	VEN-00558--Block 98 Houston LLC	591,342.00	In Transit
6/27/2024	VEN-00526--Charles Franklin	1,820.00	In Transit
6/27/2024	VEN-00443--Chris Tripoli	10,750.00	In Transit
6/27/2024	VEN-00036--City of Houston	1,254.42	In Transit
6/27/2024	VEN-00037--City of Houston-Dept of Public Works	38,853.17	In Transit
6/27/2024	VEN-00102--Incontrol Construction LLC	18,699.38	In Transit
6/27/2024	VEN-00185--Pfeiffer & Son, LTD.	10,555.09	In Transit
6/27/2024	VEN-00504--Today's Landscape	33,464.19	In Transit
6/27/2024	VEN-00299--We 68 LLC	4,512.51	In Transit
		<b>1,873,889.82</b>	



## Houston Downtown Management District

Check register

June 2024

Capital-HDMD--Capital Fund-HDMD

<b>Date</b>	<b>Vendor</b>	<b>Document no.</b>	<b>Amount</b>	<b>Cleared</b>
<b>Account no: 1890323643</b>				
6/5/2024	VEN-00504--Today's Landscape		8,327.38	In Transit
6/5/2024	VEN-00256--The Black Sheep Agency		7,000.00	6/30/2024
6/26/2024	VEN-00369--Environmental Design INC		7,500.00	6/30/2024
6/26/2024	VEN-00504--Today's Landscape		1,460.00	6/30/2024
			<b>24,287.38</b>	

## Houston Downtown Management District

Check register

July 2024

**Operating-HDMD--Operating Fund-HDMD**

<b>Date</b>	<b>Vendor</b>	<b>Document no</b>	<b>Amount</b>	<b>Cleared</b>
<b>Account no: 1890323643</b>				
7/26/2024	VEN-00578--1004 PRAIRIE HOLDINGS LLC	35756	475.31	In Transit
7/26/2024	VEN-00579--1415 LOUISIANA LLC	35757	1,266.89	In Transit
7/26/2024	VEN-00575--150 SL LLC	35758	3,044.80	In Transit
7/26/2024	VEN-00576--804 MILAM INC	35759	404.80	In Transit
7/26/2024	VEN-00577--914 PRESTON LP	35760	769.97	In Transit
7/12/2024	VEN-00403--AARON HERNANDEZ		42.87	7/31/2024
7/24/2024	VEN-00380--ABC Home & Commercial services		145.00	7/31/2024
7/2/2024	VEN-00380--ABC Home & Commercial services		145.00	7/31/2024
7/16/2024	VEN-00339--All American Poly		3,732.00	7/31/2024
7/16/2024	VEN-00496--Amanda Marquez	35755	1,175.00	7/31/2024
7/24/2024	VEN-00530--Antoine Holmes		455.00	7/31/2024
7/12/2024	VEN-00530--Antoine Holmes		520.00	7/31/2024
7/2/2024	VEN-00530--Antoine Holmes		585.00	7/31/2024
7/12/2024	VEN-00324--Associated Landscape Services LLC		27,048.93	7/31/2024
7/24/2024	VEN-00404--AT&T		789.58	7/31/2024
7/12/2024	VEN-00404--AT&T		1,496.37	7/31/2024
7/24/2024	VEN-00408--Avalon Music		2,700.00	7/31/2024
7/12/2024	VEN-00408--Avalon Music		1,500.00	7/31/2024
7/2/2024	VEN-00408--Avalon Music		1,600.00	7/31/2024
7/24/2024	VEN-00016--Bartlett Tree Experts		3,150.00	7/31/2024
7/24/2024	VEN-00497--BIII GStreet LLC		21,007.05	7/31/2024
7/24/2024	VEN-00321--BLOCK BY BLOCK		424,370.27	7/31/2024
7/16/2024	VEN-00021--Bracewell		2,500.00	7/31/2024
7/24/2024	VEN-00525--Brandon Kpotie		780.00	7/31/2024
7/12/2024	VEN-00525--Brandon Kpotie		780.00	7/31/2024
7/2/2024	VEN-00525--Brandon Kpotie		780.00	7/31/2024
7/24/2024	VEN-00568--Brandon Martin		600.00	7/31/2024
7/24/2024	VEN-00505--Capital One Trade Credit		243.55	7/31/2024
7/12/2024	VEN-00499--Catherine Sdao		3,541.84	7/31/2024
7/24/2024	VEN-00425--Centra 417 San Jacinto LLC		3,125.00	7/31/2024
7/12/2024	VEN-00503--Challenge Entertainment		450.00	7/31/2024
7/24/2024	VEN-00526--Charles Franklin		1,300.00	7/31/2024
7/12/2024	VEN-00526--Charles Franklin		650.00	7/31/2024
7/2/2024	VEN-00526--Charles Franklin		520.00	7/31/2024
7/24/2024	VEN-00569--Christina LaFour		520.00	7/31/2024
7/24/2024	VEN-00331--CITY OF HOUSTON-HPARD		112.35	7/31/2024

7/12/2024	VEN-00393--CKP Communications Group LLC		7,500.00	7/31/2024
7/16/2024	VEN-00374--CoStar Realty Information, Inc.		1,614.60	7/31/2024
7/12/2024	VEN-00397--CROWDRIFF, INC		10,500.00	7/31/2024
7/26/2024	VEN-00580--DAVID B OR ANITA W GARTEN	35761	706.24	In Transit
7/26/2024	VEN-00581--DAVID OR KATHLEEN LINTNER	35762	149.47	In Transit
7/24/2024	VEN-00519--David Russell		260.00	7/31/2024
7/12/2024	VEN-00519--David Russell		520.00	7/31/2024
7/2/2024	VEN-00519--David Russell		260.00	7/31/2024
7/12/2024	VEN-00330--Directv		104.98	7/31/2024
7/16/2024	VEN-00056--Egidio Narvaez Photographer		687.50	7/31/2024
7/2/2024	VEN-00369--Environmental Design INC		8,100.00	7/31/2024
7/26/2024	VEN-00582--FANG LIVING TRUST	35763	292.09	In Transit
7/24/2024	VEN-00440--Fastlane Services		750.00	7/31/2024
7/12/2024	VEN-00070--Fort Bend Battery & Golf Carts		2,514.72	7/31/2024
7/24/2024	VEN-00517--Franklin Burnett		520.00	7/31/2024
7/12/2024	VEN-00076--Grainger		14.91	7/31/2024
7/12/2024	VEN-00323--Gulf Coast Pavers, Inc		10,800.00	7/31/2024
7/12/2024	VEN-00081--Hamilton Plumbing Services		887.75	7/31/2024
7/24/2024	VEN-00082--Hardy & Hardy		3,550.00	7/31/2024
7/12/2024	VEN-00083--Harris County Treasurer		9,700.00	7/31/2024
7/26/2024	VEN-00583--HIGHROCK HOSPITALITY LLC	35764	243.64	In Transit
7/12/2024	VEN-00086--Home Depot Credit Services		537.86	7/31/2024
7/26/2024	VEN-00584--HORNBERGER BROS PPTIES INC	35765	1,163.90	In Transit
7/26/2024	VEN-00585--HOUSTON HOTEL PARTNERS LLC	35766	4,761.60	In Transit
7/24/2024	VEN-00102--Incontrol Construction LLC		630.00	7/31/2024
7/12/2024	VEN-00102--Incontrol Construction LLC		16,747.20	7/31/2024
7/24/2024	VEN-00532--Ivan Sosa-Castillo		520.00	7/31/2024
7/12/2024	VEN-00532--Ivan Sosa-Castillo		260.00	7/31/2024
7/2/2024	VEN-00532--Ivan Sosa-Castillo		260.00	7/31/2024
7/24/2024	VEN-00527--Jacob Pena		260.00	7/31/2024
7/12/2024	VEN-00527--Jacob Pena		260.00	7/31/2024
7/2/2024	VEN-00527--Jacob Pena		260.00	7/31/2024
7/24/2024	VEN-00110--James Kennedy		76.00	7/31/2024
7/24/2024	VEN-00520--Jennifer Kennedy		863.50	7/31/2024
7/12/2024	VEN-00520--Jennifer Kennedy		694.50	7/31/2024
7/2/2024	VEN-00520--Jennifer Kennedy		700.50	7/31/2024
7/2/2024	VEN-00115--Jerdon Enterprise, LP		2,408.75	7/31/2024
7/12/2024	VEN-00528--JOELL MATHEWS		260.00	7/31/2024
7/2/2024	VEN-00528--JOELL MATHEWS		260.00	7/31/2024
7/2/2024	VEN-00447--Jordan Dunn-Ridgill		2,000.00	7/31/2024
7/12/2024	VEN-00524--Jose Teran		780.00	7/31/2024
7/2/2024	VEN-00524--Jose Teran		520.00	7/31/2024

7/24/2024	VEN-00126--Keith Gould		79.10	7/31/2024
7/2/2024	VEN-00126--Keith Gould		61.05	7/31/2024
7/24/2024	VEN-00536--Kelsey Chambers		260.00	7/31/2024
7/12/2024	VEN-00536--Kelsey Chambers		260.00	7/31/2024
7/2/2024	VEN-00536--Kelsey Chambers		260.00	7/31/2024
7/2/2024	VEN-00138--Latresha White		220.00	7/31/2024
7/2/2024	VEN-00557--Lila Vaughn		220.00	7/31/2024
7/12/2024	VEN-00146--Lincoln Colwell		1,700.00	7/31/2024
7/26/2024	VEN-00495--Linebarger Goggan Blair & Sampson	35767	1,022.02	In Transit
7/17/2024	VEN-00151--Main Street Market Square (Downtown)	35774	185,960.00	In Transit
7/24/2024	VEN-00523--Marcus Labbe		520.00	7/31/2024
7/12/2024	VEN-00523--Marcus Labbe		520.00	7/31/2024
7/2/2024	VEN-00523--Marcus Labbe		780.00	7/31/2024
7/24/2024	VEN-00159--Maurice Duhon Jr		300.00	7/31/2024
7/2/2024	VEN-00561--McDonald & Wessendorff	35754	46.08	7/31/2024
7/12/2024	VEN-00166--Miner, LTD		265.00	7/31/2024
7/24/2024	VEN-00529--Moises Alfaro		1,300.00	7/31/2024
7/12/2024	VEN-00529--Moises Alfaro		1,040.00	7/31/2024
7/2/2024	VEN-00529--Moises Alfaro		1,300.00	7/31/2024
7/12/2024	VEN-00169--Montalbano Lumber		109.46	7/31/2024
7/2/2024	VEN-00172--NCTP-CPAS PPLC		5,400.00	7/31/2024
7/2/2024	VEN-00179--Orkin		210.99	7/31/2024
7/24/2024	VEN-00185--Pfeiffer & Son, LTD.		9,834.99	7/31/2024
7/26/2024	VEN-00586--PREMIER TOWERS	35768	80.46	In Transit
7/2/2024	VEN-00200--Raffle Parking Company		900.00	7/31/2024
7/24/2024	VEN-00518--Raven Mathis		260.00	7/31/2024
7/2/2024	VEN-00518--Raven Mathis		260.00	7/31/2024
7/26/2024	VEN-00587--REGALIA AT THE PARK HOLDINGS I	35769	13,588.60	In Transit
7/26/2024	VEN-00589--REGENCY MAIN LLC	35770	23,739.38	In Transit
7/26/2024	VEN-00588--REGENCY MAIN PARKING LLC	35771	4,981.75	In Transit
7/24/2024	VEN-00212--Ronald Cooks		550.00	7/31/2024
7/24/2024	VEN-00217--Sabrina Naulings		330.00	7/31/2024
7/2/2024	VEN-00560--SASHA SHEPARD		520.00	7/31/2024
7/26/2024	VEN-00590--SCD BLOCK 317 LLC	35772	1,561.72	In Transit
7/16/2024	VEN-00219--Seal Security Solutions, LLC		78,327.20	7/31/2024
7/2/2024	VEN-00220--SEARCH Homeless Services		14,910.54	7/31/2024
7/2/2024	VEN-00226--Southern Daily News		600.00	7/31/2024
7/12/2024	VEN-00318--STERLING EXPRESS SERVICES		36.00	7/31/2024
7/24/2024	VEN-00570--Terracon Consultants, Inc.		2,340.00	7/31/2024
7/24/2024	VEN-00251--Texas Outhouse		593.60	7/31/2024
7/2/2024	VEN-00251--Texas Outhouse		1,810.43	7/31/2024
7/12/2024	VEN-00563--TEXAS PRIDE DISPOSAL		1,870.00	7/31/2024

7/24/2024	VEN-00259--The Davey Tree Expert Company		6,840.00	7/31/2024
7/2/2024	VEN-00259--The Davey Tree Expert Company		3,250.00	7/31/2024
7/2/2024	VEN-00259--The Davey Tree Expert Company		2,200.00	7/31/2024
7/24/2024	VEN-00260--The Harris Center For Mental Health and IDD		21,863.42	7/31/2024
7/24/2024	VEN-00271--Touch Agree Property		2,547.20	7/31/2024
7/12/2024	VEN-00271--Touch Agree Property		3,895.80	7/31/2024
7/24/2024	VEN-00276--TriK Motorsports		5,750.99	7/31/2024
7/2/2024	VEN-00276--TriK Motorsports		6,937.85	7/31/2024
7/12/2024	VEN-00279--TXU Energy		7,498.44	7/31/2024
7/2/2024	VEN-00279--TXU Energy		291.24	7/31/2024
7/2/2024	VEN-00559--United By Design LLC		10,000.00	7/31/2024
7/26/2024	VEN-00289--UTS, LLC	35773	10,981.58	In Transit
7/2/2024	VEN-00290--Verizon Wireless		686.37	7/31/2024
7/24/2024	VEN-00299--We 68 LLC		4,512.51	7/31/2024
7/12/2024	VEN-00302--Westpark Communications, L.P.		82.67	7/31/2024
7/12/2024	VEN-00303--Wholesale Electric Supply		41.95	7/31/2024
			<b>1,052,534.68</b>	

## Houston Downtown Management District

Check register

7/1/2024

Capital-HDMD--Capital Fund-HDMD

Date	Vendor	Documen	Amount	Cleared
<b>Account no: 1890323643</b>				
7/26/2024	VEN-00578--1004 PRAIRIE HOLDINGS LLC	35756	40.43	In Transit
7/26/2024	VEN-00579--1415 LOUISIANA LLC	35757	107.77	In Transit
7/26/2024	VEN-00575--150 SL LLC	35758	259.02	In Transit
7/26/2024	VEN-00576--804 MILAM INC	35759	34.44	In Transit
7/26/2024	VEN-00577--914 PRESTON LP	35760	65.50	In Transit
7/26/2024	VEN-00580--DAVID B OR ANITA W GARTEN	35761	60.08	In Transit
7/26/2024	VEN-00581--DAVID OR KATHLEEN LINTNER	35762	12.71	In Transit
7/26/2024	VEN-00582--FANG LIVING TRUST	35763	24.85	In Transit
7/26/2024	VEN-00583--HIGHROCK HOSPITALITY LLC	35764	20.73	In Transit
7/26/2024	VEN-00584--HORNBERGER BROS PPTIES INC	35765	99.01	In Transit
7/26/2024	VEN-00585--HOUSTON HOTEL PARTNERS LLC	35766	405.07	In Transit
7/2/2024	VEN-00561--McDonald & Wessendorff	35754	3.92	7/31/2024
7/26/2024	VEN-00586--PREMIER TOWERS	35768	6.84	In Transit
7/26/2024	VEN-00587--REGALIA AT THE PARK HOLDINGS I	35769	1,155.97	In Transit
7/26/2024	VEN-00589--REGENCY MAIN LLC	35770	2,019.50	In Transit
7/26/2024	VEN-00588--REGENCY MAIN PARKING LLC	35771	423.79	In Transit
7/26/2024	VEN-00590--SCD BLOCK 317 LLC	35772	132.85	In Transit
			<b>4,872.48</b>	
<b>Account no:</b>				
7/12/2024	VEN-00499--Catherine Sdao		3,541.83	In Transit
7/12/2024	VEN-00562--GENSLER		5,490.00	In Transit
7/2/2024	VEN-00115--Jerdon Enterprise, LP		23,501.24	In Transit
7/12/2024	VEN-00445--TALON CONSTRUCTION LLC		4,350.00	In Transit
7/2/2024	VEN-00256--The Black Sheep Agency		7,000.00	In Transit
			<b>43,883.07</b>	

**HOUSTON DOWNTOWN MANAGEMENT DISTRICT  
INVESTMENT REPORT, AUTHORIZATION AND REVIEW  
FOR THE PERIOD APRIL 1, 2024 THROUGH JUNE 30, 2024**

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
<b><u>HDMD</u></b>										
<b><u>OPERATING ACCOUNTS JP MORGAN CHASE</u></b>										
OPERATING	946,630.99	946,630.99	0.00	0.00	(302,365.23)	644,265.76	644,265.76	3.47%	N/A	1.00
CAPITAL	736,178.36	736,178.36	0.00	0.00	(98,636.11)	637,542.25	637,542.25	3.44%	N/A	1.00
<b>TOTAL</b>	<b>1,682,809.35</b>	<b>1,682,809.35</b>	<b>0.00</b>	<b>0.00</b>	<b>(401,001.34)</b>	<b>1,281,808.01</b>	<b>1,281,808.01</b>	<b>6.91%</b>		<b>1.00</b>
<b><u>POOLED FUNDS - TEXPOOL</u></b>										
OPERATING	16,591,670.94	16,591,670.94	0.00	206,851.74	(3,600,000.00)	13,198,522.68	13,198,522.68	71.16%	5.46%	44.00
CAPITAL	4,011,167.18	4,011,167.18	0.00	54,887.80	0.00	4,066,054.98	4,066,054.98	21.92%	5.46%	44.00
<b>TOTAL</b>	<b>20,602,838.12</b>	<b>20,602,838.12</b>	<b>0.00</b>	<b>261,739.54</b>	<b>(3,600,000.00)</b>	<b>17,264,577.66</b>	<b>17,264,577.66</b>	<b>93.09%</b>		
<b>TOTAL HDMD</b>	<b>22,285,647.47</b>	<b>22,285,647.47</b>	<b>0.00</b>	<b>261,739.54</b>	<b>(4,001,001.34)</b>	<b>18,546,385.67</b>	<b>18,546,385.67</b>	<b>100.00%</b>		

**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

\_\_\_\_\_  
RICHARD TORRES  
TREASURER

\_\_\_\_\_  
ROBBIE JONES  
VICE CHAIR

\_\_\_\_\_  
LESLIE ASHBY  
CHAIRMAN

\_\_\_\_\_  
KRIS LARSON  
PRESIDENT - CEO

Houston Downtown Management District  
Disadvantaged Business Enterprise Program (DBE) Activity Report

**Reporting Period: 1/1/2024 - 6/30/2024**

	2024			2023		
	<u>Operating</u>	<u>Capital</u>	<u>Total</u>	<u>Operating</u>	<u>Capital</u>	<u>Total</u>
Total Certified MWBE	\$ 1,199,676	\$ 95,301	\$ 1,294,977	\$ 1,046,902	\$ 15,969	\$ 1,062,871
Adjusted Total Spending	\$ 7,373,850	\$ 392,721	\$ 7,766,571	\$ 7,717,409	\$ 705,893	\$ 8,423,302
Less Qualified for Exclusion	\$ (2,719,865)	\$ -	\$ (2,719,865)	\$ (3,843,378)	\$ (362,259)	\$ (4,205,637)
Qualifying Total Spending	\$ 4,653,985	\$ 392,721	\$ 5,046,706	\$ 3,874,031	\$ 343,634	\$ 4,217,665
%MWBE Certified	25.8%	24.3%	25.7%	27.0%	4.6%	25.2%
Total Self-Certified MWBE	\$ 129,791	\$ 3,623	\$ 133,415	\$ 39,713	\$ -	\$ 39,713
% Certified + Self-Certified	28.6%	25.2%	28.3%	28.0%	4.6%	26.1%



<b>AGENDA ITEM</b>	Proposed Administrative Contractor Evaluation Process and action thereon
<b>REQUEST</b>	Review and consider approving the proposed Administrative Contractor CEO/Review Process Timeline. If approved, this process will be added to Section 3 (Governance) of the Administrative Policies & Procedures Manual (Admin P&P Manual), as amended effective March 7, 2024. The procedures voted upon and affirmed by the Board for receiving and enabling input of the contract administrator, will become part of the P&P Manual Governance section.
<b>ITEM HISTORY</b>	<p><b>September 2023:</b> Several Directors volunteered, upon request from the Board Chair, to form HDMD’s ad hoc Governance Task Force which met four times in 4<sup>th</sup> Quarter 2023. Its membership included nine HDMD Board members, namely: <b>Toni Jackson, Leslie Ashby, Robbie Jones, Clay Crawford, Angus Hughes, Richard Torres, Edna Ramos, Sean Liu, Terry Demchak</b>, (along with Allen Douglas, Kris Larson, Albert Sanchez, and Jamie Perkins from the contract administration staff) and the product of those meetings is now Section 3 “Governance” of the proposed Policies and Procedures Manual.</p> <p><b>January 2024</b> – From those Task Force meetings, a draft Governance Policy was created to place before the Board for review and approval at the January Board Meeting. That review was withdrawn in order to integrate the Governance section into the Policies and Procedures Manual.</p> <p><b>February 2024</b> – Board Directors expressed an interest in receiving some level of the contract administrator’s 2023 performance evaluation as a benchmark for deciding -- as a Board -- how best to provide input for future performance evaluations.</p> <p><b>March 7, 2024:</b> The Board conducted its annual review of the District’s Administrative Policies &amp; Procedures Manual. The proposed revisions were approved by the Board; <b>subject to</b> the development of a process so that the Board may receive, review, discuss, and choose options for receiving and enabling input from Board Directors on the performance of the contract administrator.</p> <p><b>April - June 2024:</b> Nominations and Executive Committees were reformed under the terms of the new Governance section, so that the Board may receive, review, discuss, and choose options for receiving and enabling input from Board Directors on the performance of the contract administrator.</p>

“Proposed Administrative Contractor Evaluation Process and action thereon - ACTION ITEM”

<b>RECOMMENDED ACTION</b>	Approve the proposed Administrative Contractor CEO/Review Process Timeline for inclusion in the Governance Section of the Administrative Policies and Procedures Manual.
<b>CONTACTS</b>	<p>HDMD: Kris Larson, President/CEO  Allen Douglas, COO &amp; General Counsel  Jamie Perkins, EA &amp; Paralegal</p> <p>Bracewell: Clark Lord, Partner</p>

## PROPOSED President/CEO Review Process and Timeline

Pursuant to Section 2.D. of the Houston Downtown Management District's Administrative Policies & Procedures Manual, the following "Process" and "Timeline" are intended to provide the opportunity to HDMD Board Members to provide input in the annual assessment of the President/CEO.

- STEP 1: At its September meeting, the Executive Committee of the HDMD Board of Directors will review and provide comments and revisions to a draft of the President/CEO Review Instrument ("Review Instrument").
- STEP 2: Using feedback from the Executive Committee, staff will finalize the Review Instrument and send it to each Director on the Monday before the HDMD's October Board Meeting. Directors have the opportunity to complete the Review Instrument and shall return it to the HDMD Board Chair no later than twenty-one (21) days after their receipt of it.
- STEP 3: During the interim period, Directors may request a confidential session to be conducted in person or by telephone with the Board Chair and/or Vice Chair to provide additional verbal review feedback.
- STEP 4: The Chair or Vice Chair shall share anonymized Review Instrument responses and additional verbal feedback (the "Review Process Results") with HDMD Directors during the November Board Meeting.
- STEP 5: In their participation and input in the CHI Personnel Committee's President/CEO review process, the HDMD Chair and Vice Chair shall provide the HDMD Directors' Review Process Results.
- STEP 6: At the next HDMD Board meeting following completion of CHI Personnel Committee's review process, the HDMD Chair or Vice-Chair shall provide a summary report of the results of the process to the HDMD Directors.

<b>ACTION ITEM</b>	Authorize the President/CEO to execute agreements and related expenditures for Hurricane Beryl storm response and recovery.
<b>SERVICE PLAN</b>	2021-2025
Account Code	927.001
Budget & Year	\$800,000 Storm Reserve 2024
<b>REQUEST</b>	Not to exceed \$150,000
<b>DESCRIPTION</b>	Reserve funds were used to cover the cost of landscape, electrical and general contracting services required to clean up from the Hurricane Beryl storm event and repair certain items within the public rights of way. These funds were used for street sweeping, hauling services, tree removal, tree pruning, and traffic signal repair. [Funds pulled from reserves]
<b>DISCUSSION</b>	After the impacts of Hurricane Beryl were known, the President & CEO received emergency approval from the officers of the Board to authorize \$150,000 in funds to be used toward emergency response efforts. The funds were used in a manner consistent with HDMD Fund Balance Policy and Reserve Fund. This action will provide the Board with a retroactive opportunity to formally authorize the funding.
<b>M/WBE Participation</b>	3 of the 9 contractors retained to provide clean up and recovery services are certified DBE.

<b>ACTION ITEM</b>	Authorize the President/CEO to execute agreements and related expenditures for future emergency response events.
<b>SERVICE PLAN</b>	2021-2025
Account Code	927.500
Budget & Year	\$800,000 Storm Reserve 2024
<b>REQUEST</b>	Not to exceed \$250,000
<b>DESCRIPTION</b>	Reserve funds will be used to cover the cost of landscape, electrical and general contracting services required to clean up and repair certain items within the public rights of way following an emergency related event.
<b>DISCUSSION</b>	In anticipation of future emergency or major storm related events, this action provides the President & CEO the authority to use authorized reserve funds towards emergency response and recovery efforts. The funds will be used in a manner consistent with HDMD Fund Balance Policy and Reserve Fund.
<b>M/WBE Participation</b>	TBD

<b>ACTION ITEM</b>	Authorize President to execute the agreement and expenditure with Harris County for support services for outreach teams.
<b>SERVICE PLAN</b>	2021-2025
Account Code	851.200
Budget & Year	\$1,302,000    2024
<b>REQUEST</b>	Not to exceed \$41,400
<b>DESCRIPTION</b>	The Harris County Sheriff's Office will continue to provide support services in partnership with the Harris Center's Care Coordinator. Partnering together they will provide support services and long-term housing to homeless individuals suffering with mental illness or intellectual disability within our district. The contract term is from October 1, 2024 to September 30, 2025.
<b>DISCUSSION</b>	<p>The Harris County Sheriff's Office will continue to work in partnership with the District's program with the Harris Center for Mental Health &amp; IDD to further the Chronic Consumer Assistance Program (CCAP) that engages individuals identified by the District as being chronically homeless and suffering from serious mental illness.</p> <p>The Sheriff's Office will provide a full-time Deputy to partner with the Harris Center Care Coordinator to act as a liaison between the homeless population and area housing, medical, and mental health providers. The Deputy will provide a law enforcement presence and offer more options in dealing with a very tough population, such as being able to issue emergency detention orders (EDO) for individuals that pose a danger to themselves and others.</p> <p>The amount requested is for the remaining months of 2024 and another action will be presented for the 2025 expenditures. The total annual contracted amount is \$124,100. The District can terminate the agreement prior to expiration of the 1 year term with a 30 day prior written notice.</p>
<b>DBE Participation</b>	Harris Center for Mental Health and IDD is the state designated local Mental Health Authority for Harris County. The Sheriff is an employee of Harris County.



## 2024 Downtown Houston Storefront Enhancement Grant

### 1. Introduction

Throughout 2024, Downtown Houston+ (“DTH+”) will be reviving and launching Economic Development Grants to benefit Downtown businesses and property owners. The first of these grants is the Storefront Enhancement Grant. This Storefront Enhancement Grant is funded through the resources of the Houston Downtown Management District (“HDMD”) and is made available to both operating businesses and property owners located in Downtown Houston. DTH+ will share details on additional grants that will launch later this year, including a Historic Façade Grant funded by the Downtown Redevelopment Authority (DRA) and lighting grants.

### 2. Background

The Houston Downtown Management District was founded in 1996 by the Texas Legislature to serve as the primary management organization for Downtown Houston. In the 28 years since, the HDMD has been a key figure in many of the public and private projects that have transformed Downtown. Starting in the early 2000s, the HDMD began issuing retail grants to small businesses in Downtown to encourage the opening and retention of diverse retail options. The success of these past efforts includes the introduction of Downtown’s first-ever grocery store, Phoenicia Specialty Foods. This new Storefront Enhancement Grant continues the HDMD’s mission of creating a vibrant public realm through a renewed commitment to support Downtown Houston’s retail community.

### 3. Grant Opportunity Overview

The Storefront Enhancement Grant Program aims to enhance the visual appeal, economic vitality, and pedestrian experience of Downtown Houston by providing financial support to building owners and operators of street-level retail establishments to improve storefronts. Eligible projects will

enhance retail storefront conditions, promote pedestrian safety, and contribute to the overall vibrancy of Downtown's cityscape.

Enhancements such as improved outdoor seating areas, façades, signage, shade structures, and lighting installations will boost foot traffic, support local businesses, and foster a more inviting urban environment.

#### 4. Grant Opportunity Benefits for Downtown

Enhancing the visual appeal and pedestrian attractiveness of Downtown Houston generates a multitude of benefits that extend beyond aesthetic improvements. The Storefront Enhancement Grant aims to create a more vibrant and inviting environment where businesses can thrive, property values appreciate, and residents and visitors alike can take pride in their Downtown experience. Intended specific benefits include:

- **Enhanced Aesthetic Appeal:** Improved storefronts contribute to a more visually appealing streetscape, enhancing Downtown Houston's charm.
- **Increased Economic Activity:** Vibrant storefronts attract more foot traffic, boosting sales for local businesses.
- **Increased Property Values:** Enhancing storefronts leads to increased property values, benefiting property owners and the local tax base.
- **Job Creation and Retention:** By supporting storefront improvements, the grant opportunity fosters business growth and job opportunities.
- **Improved Public Safety:** Well-maintained storefronts with adequate lighting and clear signage enhance public safety, encouraging more people to visit and spend time in the area.
- **Community Pride and Engagement:** A well-maintained commercial district fosters pride among business owners and residents, encouraging community involvement.

#### 5. Measurement of Success

Metrics of success fit into two broad categories: Physical realm improvements and street-level activity.

- Physical realm improvement metrics include the number of storefronts improved, an assessment of the physical and visual impact, and the quality and permanence of the improvements made.
- Street level activity metrics are many and include quantified pedestrian activity, new retailer establishments opened, occupancy rates of street-level spaces, business owner feedback, surveys and interviews, and other input provided by the community.

#### 6. Eligibility Criteria

The Storefront Enhancement Grant welcomes applications from members of the Downtown Houston retail and real estate communities with the following eligibility requirements:

- **Eligible Applicants:**



- **Property Owners:** Owners of assessment-paying properties within the HDMD boundaries of Downtown are eligible to apply directly for the Storefront Enhancement Grant. Award priority will be given to applications from Property Owners that have existing operators/tenants in their premises or have new retail concepts in-progress (under LOI or Executed Lease).
- **Operators/Tenants:** Operators and Tenants with present or future premises located within the HDMD boundaries of Downtown are eligible to apply directly for the Storefront Enhancement Grant as long as their current / future location are within an HDMD assessment-paying property.
- **Eligible Properties:** To qualify for the Storefront Enhancement Grant, properties must meet specific criteria:
  - **Location:** Eligible properties must be situated within the boundaries of the Downtown Houston Management District’s map of Downtown Houston. Additional prioritization will be given to projects located in the Designated Focus Area, as defined below.
  - **Street Level:** Funds must be used for improvements to the street-level area of a property. Proposed below-grade improvements will not qualify.
  - **Use:** Eligible buildings may include commercial, retail, or residential uses, but grant funds must be used specifically for the improvement of retail storefronts and adjacent outdoor spaces.
  - **For Operator Applicants:** Business owners and tenants seeking grants must submit a letter of support from the property owner affirming their consent and support for the proposed storefront improvements.
- **Prioritization:**
  - Award Priority will be given to projects located within a Designated Focus Area, defined as within 500 feet of Trebly Park, Market Square Park, and the Main Street Promenade Project (Main Street between Commerce and Dallas Streets).

These eligibility criteria ensure that each individual Storefront Enhancement Grant is fully leveraged to support the goals of the program and organization within the designated area.

## 7. Grant Details

For 2024, the HDMD will support individual grants of up to \$50,000 for projects located within the Dedicated Focus Area. Projects located outside of the Designated Focus Area will be limited to individual awards of up to \$25,000.

The Storefront Enhancement Grants will be distributed as post-completion reimbursements for eligible work. Additionally, individual grant amounts are capped at a 2:1 ratio of award-to-privately funded scope. As example, an applicant that has spent \$25,000 on eligible work could qualify for a grant of up to \$50,000, resulting in a total project budget of \$75,000.

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## 7. Grant Details

For 2024, the HDMD will support individual grants of up to \$50,000 for projects located within the Dedicated Focus Area. Projects located outside of the Designated Focus Area will be limited to individual awards of up to \$25,000.

The Storefront Enhancement Grants will be distributed as post-completion reimbursements for eligible work. Additionally, individual grant amounts are capped at a 2:1 ratio of award-to-privately funded scope. As example, an applicant that has spent \$25,000 on eligible work could qualify for a grant of up to \$50,000, resulting in a total project budget of \$75,000.

Beginning in 2025, the grant is intended to operate on a quarterly cycle, with applicant eligibility renewed each quarter. These quarters are aligned with DTH+'s fiscal year, which runs from January 1st to December 31st annually. The Storefront Enhancement Grant may be modified in scale, criteria, and distribution by DTH+ to best align with grant successes and identified grant participant needs.

## 8. Improvement Specifics

The Storefront Enhancement Grant aims to enhance the architectural integrity, visual appeal, and economic vitality of Downtown Houston. Eligible project costs are aligned with these goals, focusing on:

- **Street-Level Exterior Restoration:** Repair or replacement of deteriorated materials on the exterior of the building, such as bricks, stones, or decorative elements.
- **Structural Reinforcement and/or Stabilization:** Strengthening or repair of load-bearing walls, beams, or columns to ensure the structural stability and safety of the storefront portion of the building.
- **Architectural Detailing:** Repair or replication of ornamental details, moldings, cornices, and other architectural features that define the building's character.
- **Flood Proofing Measures:** Implementation of flood mitigation strategies, such as elevating utilities, installing flood barriers, or waterproofing street level spaces, to protect the building from flood damage.
- **Window and Door Upgrades:** Installation or restoration of windows and doors to enhance energy efficiency and maintain architectural integrity.
- **Painting and Surface Treatments:** Application of appropriate paint colors or surface treatments to enhance the building's aesthetic appeal.
- **Accessibility Improvements:** Modifications to improve accessibility through such components as ramps or elevator installations.
- **Energy Efficiency Enhancements:** Installation of energy-efficient technologies such as insulation, solar protection, or increased efficiency lighting and other electrical components.
- **Signage and Lighting:** Restoration or installation of appropriate signage and lighting fixtures that enhance visibility and safety.
- **Exterior Furniture:** Semi-permanent seating and tables for outdoor areas.
- **Cooling and Shade Devices:** Awnings, shades, fans, misters and other installations and devices that reduce solar gain on interior spaces and reduce temperatures on outdoor areas.
- **Limited Interior Areas:** Renovations in a project's interior space that are less than 36" from the building's exterior glazing and that are fully visible from outside the building.

Ineligible Improvements include:

- **Routine Maintenance:** Regular upkeep tasks that do not involve significant alterations or improvements to the building's structure or appearance.
- **Interiors:** Renovations more than 36" from the building's exterior glazing regardless of their visibility from the exterior.

- **Non-Permanent Fixtures:** Non-furniture installations that are temporary, easily removable, or not considered part of the permanent structure of the building.
- **Landscaping without Structural Impact:** Landscaping installations that do not include significant improvements or modifications to the building's facade or adjacent public areas. Examples include potted plants and annual flowers.
- **Projects Already Completed:** Expenses incurred for improvements made before the grant application's approval or outside the grant's funding period.
- **Inferior Materials:** EIFS and other low-quality façade materials.

## 9. Process and Timeline

Applications are accepted quarterly, aligned with DTH+'s fiscal calendar. Key steps include application submission, initial review, design approval, project commencement, and completion. DTH+ intends to disburse funds within 30 days from final project completion, contingent on meeting all grant requirements. Specific process milestones and deadlines include:

- Initial Review Period and Contingent Approval Notifications (within 45 days of submission)
- Final Design Submission of Construction Documents (no later than within 180 days after initial submission)
- Final Design Approval (no later than 30 days after final design submission)
- On-Site Project Commencement Deadline (the later of 30 days from final design approval or 30 days after receiving building permits)
- Mid-Project Site Visit Progress Report (no later than 180 days from On-Site project commencement)
- Project Completion and Final Approval Submission Deadline including a copy of a Certificate of Occupancy or other relevant city approval document (no later than 365 days from On-Site Project Commencement)
- Disbursement of Funds (no later than 30 days from final approval)

## 10. Application Overview

DTH+ will accept applications on a rolling basis throughout each quarter. However, as applications are approved and funds are set aside for those projects, the grant may utilize its full allotment of quarterly funds meaning that applications provided later in a cycle are less likely to receive a grant. In that scenario, applicants are encouraged to reapply at the start of the next quarter.

Submission Requirements - Applications will be deemed complete when providing all of the following documentation.

- Populated Application Form
- Detailed Project Description

- Budget Estimate including a delineation of application contributions and grant fund use. Also note additional capital expenditures intended to be made or made in the past six months on other areas of the retail space.
- Photographs of Existing Conditions
- Schematic Design
  - Schematic Plans, Sections, Elevations
  - At least one rendering or photo montage of intended completed state
  - Material specifications
- Proof of Property Ownership or Lease Agreement
- Insurance
- Letter of support from building owner (for tenant and business owner applicants).
- Not required but recommended are additional letters of support from Downtown area stakeholders.

## 11. Review and Approval

- **Review Process:** Grant Applications will be reviewed by the DTH+ Economic Development Team and members of the DHMD Thrive Committee. Final project selections will be approved by the Board of DHMD.
- **Evaluation Criteria:** Award priority will be given to applications that demonstrate a significant public benefit from the planned improvements. While not having a set formula for evaluation, DTH+ will prioritize projects that best align with the stated project benefits in Section 4 of this document. Broadly, the following criteria will be used for determining which applicants will receive funding.
  - Alignment with DTH+'s vision and grant goals
  - Impact on aesthetics
  - Contribution to economic development and retail activity
  - Feasibility and sustainability
- **Notification of Approval or Denial:**
  - DTH+ reserves the right to deny applications that do not meet the stated criteria, do not provide completed applications, or do not meet the stated grant goals.
  - **Timeline for Decisions:** DTH+ will notify applicants of their award status on the timeline stated above in Section 9.

## 12. Reporting, Accountability, and Grant Disbursement

Recipients must adhere to reporting timelines, including construction document submissions, mid-project and final site visits, and proof of occupancy post-completion, to maintain grant eligibility.

Disbursement of funds is contingent upon approval of final project plans and completion of required documentation. Funds to be released to projects that have received Final Approval within 30 days of notice of Final Approval being provided to the grant awardee.

### 13. Contact Information

For further information, contact David Cisneros, Economic Development Manager at Downtown Houston+ (email: david.cisneros@downtownhouston.org).

Additional resources can be found through: <https://downtownhouston.org/do-business/incentives-programs>

### 14. Terms and Conditions

The following terms and conditions outline the legal framework and operational guidelines governing the Storefront Enhancement Grant administered by DTH+, ensuring transparency and compliance throughout the grant application and disbursement process.

- **Grant Authority:** The Storefront Enhancement Grant Opportunity ("the Grant Opportunity") is administered by Downtown Houston+ ("DTH+"), authorized by the Houston Downtown Management District ("HDMD").
- **Grant Compliance:** Participants must comply with local codes, maintain improvements, ensure longevity, and understand consequences for non-compliance.
- **Eligibility and Applications:** Applicants must meet eligibility criteria as outlined throughout this document. Applications are accepted quarterly, with specific deadlines and submission requirements detailed in Section 9.
- **Selection Process:** Applications will be evaluated based on criteria including but not limited to visual impact, design standards, economic impact, and feasibility. The decision of the review committee, composed of DTH+ staff and volunteers with relevant expertise, is final.
- **Grant Disbursement:** Grant funds will be disbursed following final approval of project completion and compliance with all grant requirements. Disbursement will be made within 30 days of a project's final approval.
- **Compliance and Reporting:** Grant recipients must adhere to all local, state, and federal regulations, and building codes. Recipients are required to submit progress reports, undergo site inspections, and provide proof of compliance with grant terms.
- **Modification of Terms:** DTH+ reserves the right to modify Grant Opportunity guidelines, eligibility criteria, or funding availability as necessary. Any modifications will be communicated to applicants and stakeholders through official channels.
- **Legal Compliance:** Participation in the Grant Opportunity constitutes agreement to comply with all applicable laws and regulations. DTH+ retains the right to withhold or reclaim funds in the event of non-compliance or misuse of grant funds.

- **Indemnification:** Applicants and grant recipients agree to indemnify and hold harmless DTH+ and HDMD, its officers, employees, and agents from any claims, liabilities, damages, or expenses arising out of or related to participation in the Grant Opportunity.
- **Governing Law:** The terms and conditions of the Grant Opportunity are governed by the laws of the State of Texas. Any disputes arising from the Grant Opportunity shall be resolved in the courts of Harris County, Texas.

## 15. Frequently Asked Questions (FAQ)

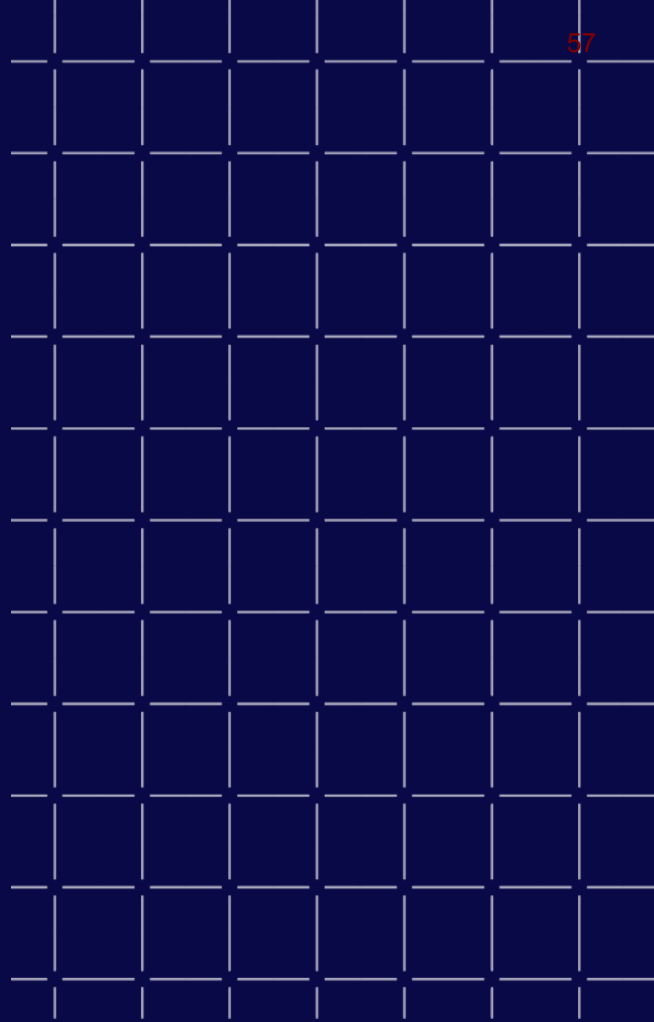
- Who is eligible to apply for the Storefront Enhancement Grant?
  - Property owners and street-level retail businesses within the boundaries of HDMD's service zone that meet the stated criteria within this grant overview.
- What types of improvements are eligible for funding?
  - Eligible improvements include façade renovations, signage upgrades, lighting installations, accessibility enhancements, and other improvements that enhance the storefront's visual appeal and pedestrian safety. See Section 8 for a comprehensive list of eligible improvements.
- How much funding can I apply for?
  - Grant amounts vary based on the scope of the project and available budget. Specific funding details are provided in each grant cycle announcement. Refer to Section 9 for information on grant funding and application procedures. **Grant awards are made at the full and final discretion of DTH+.**
- How often are grant cycles held?
  - Grant cycles are typically held quarterly, with specific dates and deadlines announced for each cycle.
- How are applications evaluated and selected?
  - Applications are reviewed by the DTH+ Economic Development Team and members of the HDMD Thrive committee based on criteria such as project impact, feasibility, adherence to grant goals, and alignment with Downtown revitalization objectives. See evaluation criteria provided throughout this document.
- Can grant funds be used for operational expenses or personal use?
  - No, grant funds are strictly designated for physical improvements outlined in the approved project scope and budget.
- Is there a matching funds requirement?
  - Yes. Applicants must match grant funds at a minimum ratio of one dollar invested by applicant for every two dollars provided through the grant.
- Can public or nonprofit organizations apply for the Storefront Enhancement Grant?
  - At this time the Storefront Enhancement Grant is intended to support for-profit business entities in HDMD assessment-paying properties.

- What happens if my application is incomplete or missing required documentation?
  - Incomplete applications will not be considered for review. Applicants are encouraged to carefully review these guidelines for detailed application requirements and ensure all necessary documentation is submitted by the deadline. DTH+ will do its best to make applicants aware of incomplete submissions, but it is up to each applicant to ensure its compliance.
- If I apply for the HDMD Storefront Enhancement Grant, is my project also eligible for other future Economic Grants including the DRA Historic Facade Grant?

Yes, so long as an applicant meets all application requirements. There is currently no requirement that a project only be funded by one grant opportunity.



# 2024 Economic Development Grants: Storefront Enhancement Grant PROGRAM



CENTRAL HOUSTON, INC., DRA / TIRZ#3, DOWNTOWN DISTRICT, HDMD

AUGUST 8, 2024

**DOWNTOWN  
HOUSTON+**

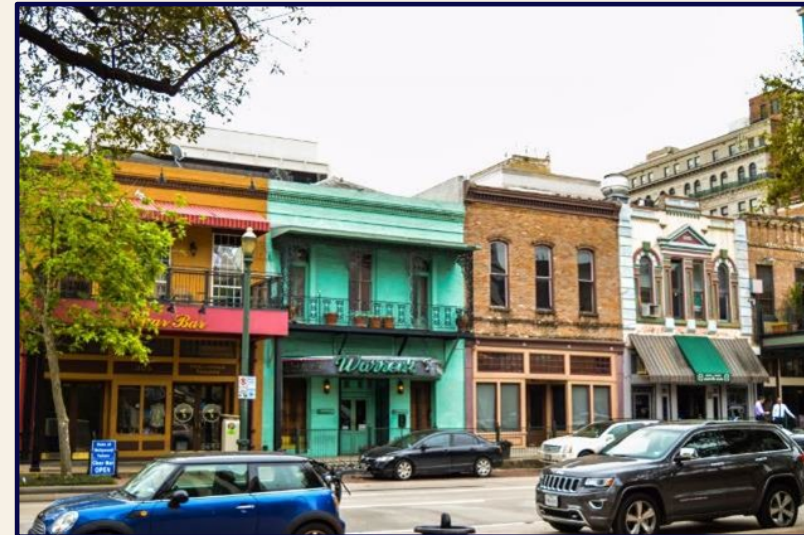
# Economic development grants

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**Goal of the Planning & Economic Development Team for 2024:**  
Kick off the new era of Economic Development Grants benefitting businesses and property owners in Downtown Houston.

The first program:

## Storefront Enhancement Grant Program



storefront  
Enhancement grant  
program

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Or, to sum it up in one word:

# Vibrancy

How do we  
achieve more of  
this?

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Or this?

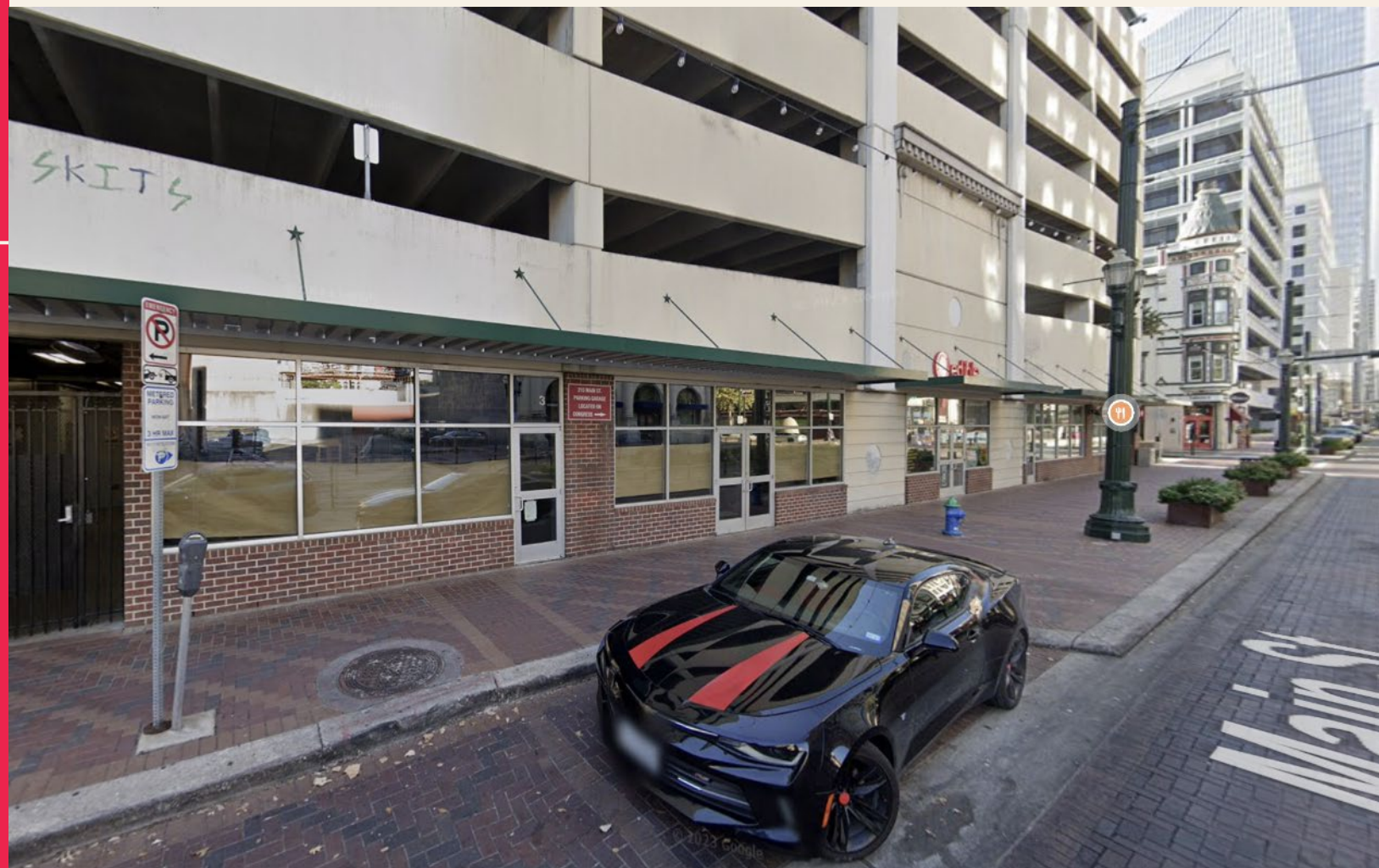


While recognizing  
the realities of  
this?

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How Can we make it happen in places like here?

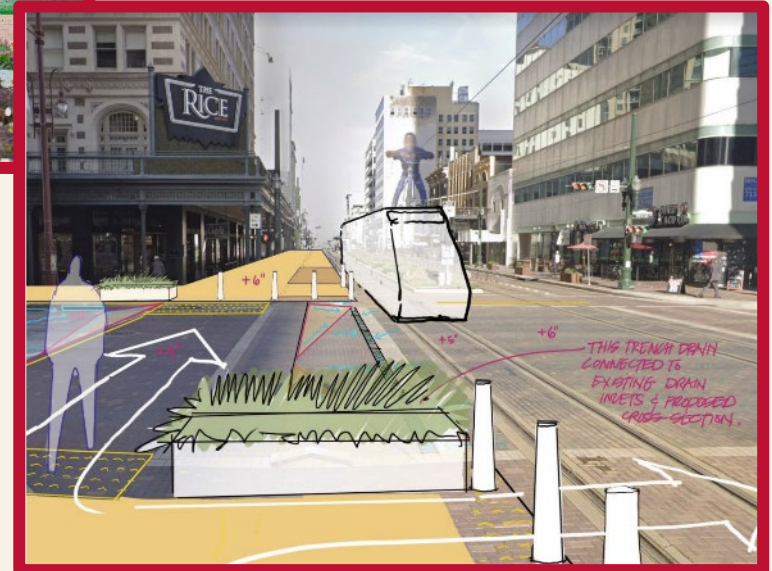


# And storefronts like Here?





While leveraging investments here, here, and here...



...And also preserving our most prized historic character?



# Storefront Enhancement grant program

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## How did we get here?

1. **Confirmed Funding** - June HDMD Authorization for \$250,000
2. **Defined Program Goals** - June 2024 Thrive Committee meeting
3. **Established Initial Program Structure** - July 2024 Thrive Committee meeting

## SAP Goals:

- 4.10 Foster a thriving storefront economy, prioritizing recruitment efforts, where possible, to fill available properties that have favorable co-tenancy on key corridors.
- 4.12 Develop focused marketing materials and incentive programs intended to support storefront recruitment efforts.

## What we heard

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“We need more dinner options.”

“We need more third-places.”

“How do we incentivize the operator?”

“Shading is very important.”

“We want the entrepreneur to come to us”

“Great corners: density, parking, activity”

“How encourage restaurateurs to open downtown?”

“Generate success stories.”

“Don’t sprinkle the dollars. Concentrate the investment.”

“How do we get the most leverage from \$250k?”

“Retail and residential go hand-in-hand.”

# Storefront Enhancement grant program

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## Overview

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### FUNDING ENTITY

Houston Downtown Management District

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### GEOGRAPHIC FOCUS

Within HDMD Boundaries; Target Areas Include: Within 500 Ft of DTH+ investments: Market Sq, Trebly Park, Main Street Promenade

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### TOTAL FUNDS

Current 2024 Approvals: \$250,000 Total;  
Future years: TBD

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### GRANT AMOUNTS

Current 2024 Approvals: Max \$50,000 award; \$25,000 Max outside target areas;  
Future years: TBD

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### ELIGIBLE SITES

Any at-grade retail venue

# Storefront Enhancement grant program

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## Program Benefits and goals

- **Enhanced Aesthetic Appeal:** More visually appealing streetscape, enhancing Downtown Houston's charm.
- **Increased Economic Activity:** More foot traffic, boosting sales for local businesses.
- **Increased Property Values:** Increased property values, benefiting property owners and the local tax base.
- **Job Creation and Retention:** Fosters business growth and job opportunities.
- **Improved Public Safety:** enhance public safety and encouraging more visitation.
- **Community Pride and Engagement:** Foster pride among business owners and residents, encouraging community involvement.

# Storefront Enhancement grant program

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## Program eligibility

### Eligible

**Location:** Within the HDMD definition of Downtown Houston. Priority will be given to projects proximate to recent and near-term DTH+ capital investments.

**Street Level:** Improvements to street-level area of property.

**Use:** Commercial, retail, or residential purposes but are specifically intended for retail storefront areas.

**Property Owner or Operator/Tenant:** Either party can apply; see application requirements.

### Ineligible

**Exclusion Zone:** Properties located outside HDMD's service area

**Below-Grade:** Projects below-grade, including those within Houston's tunnel system

**Not-for-Profit Property Owners,** exceptions may apply

# Storefront Enhancement grant program

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## 2024 cycle funding

Total  
Funds  
Available

**\$250,000**

Maximum  
Grant Award

**\$50,000**

Required  
Applicant  
Contribution

**1 : 2** (ex. \$25K on a \$50k grant award)



# Retail storefront Program

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## eligible uses

- Street-Level Exterior Restoration
- Structural Reinforcement and/or Stabilization
- Architectural Detailing
- Flood Proofing Measures
- Window and Door Upgrades
- Painting and Surface Treatments
- Accessibility Improvements
- Energy Efficiency Enhancements
- Signage and Lighting
- Exterior Furniture
- Cooling and Shade Devices
- Limited Interior Areas (less than 36” from exterior glazing)

# Retail storefront Program

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## ineligible uses

- Routine Maintenance
- Interiors (more than 36” from the glazing)
- Non-Permanent Fixtures
- Landscaping without Structural Impact;  
(ex: annuals).
- Projects Already Completed
- Inferior Materials

# Storefront Enhancement grant program

## Timeline and process

	<u>Step</u>	<u>Timing</u>	<u>Trigger</u>
<b>A</b>	Initial Application by TBA Deadline	Starts the clock	
<b>B</b>	Initial Review Period and Contingent Approval Notifications	Within 45 days from submission	<b>A</b>
<b>C</b>	Final Design Submission of Construction Documents	Within 180 days from initial submission	<b>A</b>
<b>D</b>	Final Design Approval	Within 30 days after final design submission	<b>C</b>
<b>E</b>	On-Site Project Commencement Deadline	later of 30 days from i) design approval or ii) building permits	<b>D</b>
<b>F</b>	Mid-Project Site Visit Progress Report	Within 180 days from project commencement	<b>E</b>
<b>G</b>	Project Completion and Final Approval	Within 365 days from project commencement	<b>E</b>
<b>H</b>	Disbursement of Funds	Within 30 days from final approval	<b>G</b>

# Storefront Enhancement grant program

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## PROPOSED HDMD SELECTION Process

### STEP ONE: REVIEW

Applications Received and Reviewed by Economic Development Team

### STEP TWO: PRESENT TO THRIVE COMMITTEE

At the monthly Thrive Collaborative Committee meeting, qualifying applications and DTH+ staff funding recommendations presented.

### STEP THREE: DISCUSSION AND HDMD-ONLY VOTE

Thrive Committee members review and provide feedback on applications and recommendations.

HDMD Board Members serving on the Thrive Committee vote to approve grant recipients and the total grant amount; non-HDMD Board Members are unable to pass a vote

### STEP FOUR: HDMD BOARD INFORMED OF GRANT RECIPIENTS

Summary of Grant Recipients and their award amount shared with the full HDMD Board

# Storefront Enhancement grant program

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## Evaluation criteria

- Alignment with DTH+'s vision and program goals
- Impact on aesthetics
- Contribution to economic development and retail activity
- Feasibility and sustainability

# Storefront Enhancement grant program

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## Submission checklist

1. Completed Application
2. Property Description
3. Project Goals
4. Budget Estimate: Delineate use of grant funds, applicant contributions, ratio of grant to contribution, and recent investments.
5. Photographs of Existing Conditions
6. Schematic Plans, Sections, Elevations
7. At least one rendering or photo montage
8. Material Specifications
9. Proof of Property Ownership or Lease Agreement
10. Letter of Support from Property Owner (if necessary)
11. Letter of Support from Downtown Stakeholder (optional)
12. Proof of Insurance

# Storefront Enhancement grant program

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## FAQ

Q: Who is eligible to apply for the Storefront Grant Program?

A: Property owners and street-level retail businesses within the boundaries of HDMD's service zone that meet the stated criteria within this program overview. Award priority will be given to locations with active or impending tenants/concepts. Strong applications will demonstrate a significant and beneficial public realm impact. Nonprofit property owners are not eligible in the 2024 funding cycle.

Q: Can retailers within the tunnel system apply and receive grants?

A: No. The use of the funds is specifically for street-facing storefronts.

Q: Can I apply for other economic development grants in addition to the Storefront Enhancement Grant?

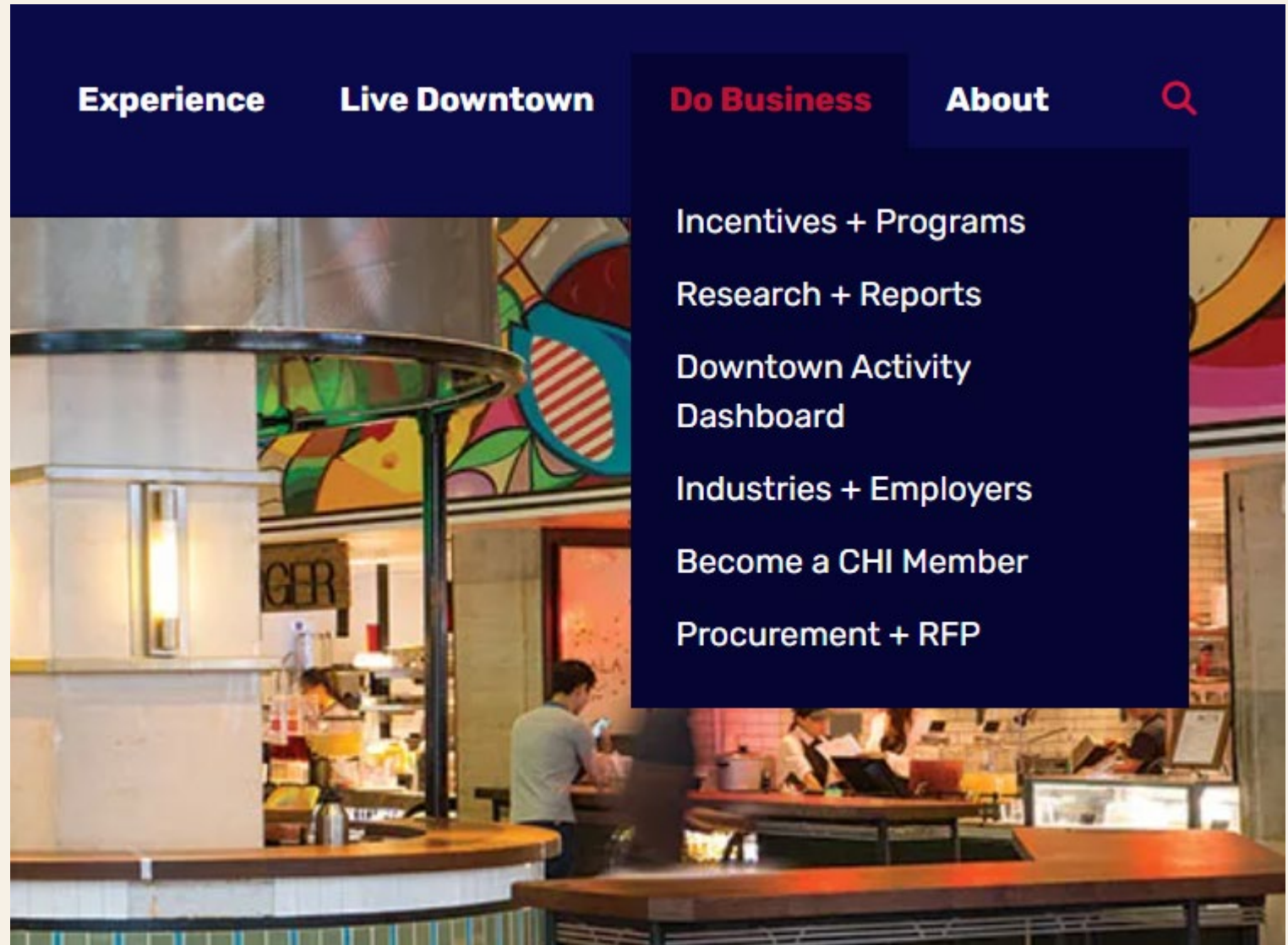
A: Yes, so long as an applicant meets all application requirements. There is currently no requirement that a project only be funded by one grant opportunity.

Q: How often will new funds be made available?

A: DTH+ intends to re-up the program every fiscal quarter starting in 2025.

# What's next?

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# Storefront Enhancement grant program

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## Recommendation to the HDMD Board:

Motion to approve the proposed structure and process to implement the Retail Storefront Grant Program, affirming the HDMD's commitment to empowering our retail community and fostering vibrant Downtown for all.



Thank you!

**DOWNTOWN  
HOUSTON+**

**ACTION ITEM** Authorize expenditures with various vendors for holiday activations.

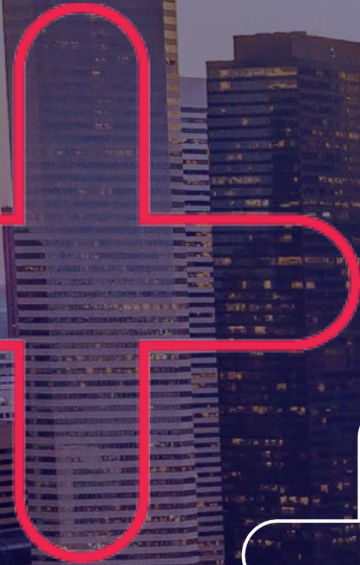
**SERVICE PLAN** 2021-2025  
 Account Code 633.360  
 Budget Amount \$125,000 2024

**REQUEST** Not to exceed \$125,000

**DESCRIPTION** The authorization is for enhanced programming to accompany the *Downtown City Lights Holiday Magic* installations including transportation between signature spaces, programming around downtown, Trebly Park, Market Square Park, and marketing collateral.

**DISCUSSION** This is the third year our organization has partnered with Houston First on a Downtown-wide holiday activation - Holiday City Lights – which runs from Nov. 22 through Jan. 2. In addition, Downtown Houston+ presents: Snow Glow from Dec. 20 – Dec. 31. These seasonal events are targeted to attract others from across the region to support retail in holiday promotions.

**DBE PROGRAM** Vendors TBD



DOWNTOWN HOUSTON+

# STRATEGIC ALIGNMENT PLAN UPDATES

AUGUST 2024

# GOAL 1



Champion major projects, initiatives and investments that improve Downtown.

## 1.2 Continue to advocate for the implementation of TxDOT’s North Houston Highway Improvement Project and the Civic Opportunities that reconnect communities.

**Highlight:** TxDOT will start the first phase of NHHIP construction in October 2024. To help Downtown communities stay connected with critical information about this imminent and ongoing project, Downtown Houston+ has published an on-line toolkit that will:

- Equip stakeholders with clear and consistent messages about rebuilding the highway as we talk with various audiences, including business owners, residents, commuters, event organizers, and media.
- Provide helpful resources to improve stakeholders’ experience throughout each construction phase.
- Empower Downtown stakeholders to counter false narratives and foster understanding about the project's benefits.

DTH+ will update the on-line toolkit regularly with information about road closures, transit detours, TxDOT-hosted public meetings, and dates of major events that require additional travel planning, all to communicate the message that “*Downtown is Open for Business.*”

### Participating Agencies:



## 1.3 Plan collaboratively for Downtown’s evolving edges, connections, and major attractions.

**Highlight:** Mayor Whitmire has convened a small group of local leaders to help shepherd the design of the EaDo Cap. The group includes leadership from DTH+, EaDo, Houston First, GHP, the Houston Endowment, Houston Parks Board and TxDOT. The first meeting of this committee was held on Friday, July 26<sup>th</sup>.

The committee’s charge is motivated by a requirement from TxDOT to calculate the final structural load created by the components & amenities on the Cap to determine the incremental amount of engineering & structural support required. The conceptual design of the Cap must be to a point where this load can be calculated, funded, and ultimately constructed so that the Cap supports any landscaping and other amenities envisioned. Per the voluntary reconciliation agreement between the City and TxDOT, the Houston community is responsible for covering the cost of this additional structural support capacity and any amenities on the Cap.

Finally, Houston First is conducting master planning for an expanded and enhanced convention and entertainment district, and the EaDo Cap, due to its direct adjacency, will play a significant role in supporting that overall vision. It is essential that this work be done in parallel to help optimize the immense city building opportunities in the area.

### Participating Agencies:



## GOAL 2

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

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

**Highlight:** A small team of experts from the local homelessness response ecosystem have crafted a strategic proposal for the Whitmire administration to consider for addressing the massive funding shortfall due to expired federal stimulus funding. After several meetings, the Mayor's office has embraced the approach, including short and long-term key steps. In the short-term, \$70M is needed to maintain funding in 2025. The current strategy for addressing that funding shortfall is to work to have the City / County / Philanthropic Community each provide \$20-25M. The City will be looking for TIRZs and Management Districts to provide as much of their \$25M portion as is feasible. The City will then be responsible for addressing the long-term recurring amount, either through a policy tool enabled by the State legislature or a local funding referendum. The expert committee has also enlisted the aid of Ann Stern & Bob Eury to serve as liaisons to the philanthropic community, given their established roles both in homelessness as well as broader civic matters.

#### Participating Agencies:



### 2.11 Prepare for and respond to emergencies.

**Highlight:** Just as we were getting back on our feet from the May 16 Derecho storm event, our region got hit with another major storm event in the likes of Hurricane Beryl. In anticipation of the hurricane, the Operations staff assembled a ride-out team in Downtown to ensure we had available resources in place to immediately begin damage assessments and clean-up efforts once the storm had passed. With the HDMD Board's emergency authorization of funds to advance the clean-up efforts, the staff brought in crews from several local contractors to supplement the Operations Team. Although Hurricane Beryl did not have the same impacts in terms of building damage and broken windows, Downtown did suffer significant damage and loss to its landscape and tree canopies.

#### Participating Agencies:



# GOAL 3



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

### 3.3 Leverage Downtown’s adjacency to the Buffalo Bayou as an integral part of the Downtown experience.

**Highlight:** As one part of the 2024 Strategic Action Item: “Identify and install distinctive, strategically positioned holiday décor,” during its six-week “Snow Glow” celebration of Downtown City Lights, HDMD will activate Allen’s Landing and Buffalo Bayou with a multimedia light and sound spectacular from Dec. 20 - 29. This unique animated, immersive light show will be projected 100 feet on a water screen and reflected off the water’s surface. Downtown visitors may experience it from multiple vantage points around Downtown, as well as from the bayou’s banks or trails, or on a Christmas Cruise boat tour operated by Buffalo Bayou Partnership.

#### Participating Agency:



### 3.7 Prioritize investments in pedestrian lighting on key walking corridors and near residential buildings.

**Highlight:** As recommended in the 2023 Pedestrian Lighting Master Plan, the DTH+ Planning Team has received approval from TxDOT and the City of Houston to pursue a permanent public art lighting installation beneath the highway overpasses at Texas Avenue (adjacent to Minute Maid Park) and Polk Street (adjacent to GRB and Toyota Center). These two locations were designated as top-priority sites due to their high volume of pedestrian traffic in the evenings, a datapoint confirmed by a Placer.ai analysis. The installation will be designed by a professional artist with extensive experience in lighting installations, and the HDMD will maintain the installation.

Once completed, these installations will serve as iconic and weather-resilient wayfinding for pedestrians until the highway overpass is recessed as part of the North Houston Highway Improvement Project (NHHIP). Lighting will ensure a safer passage for Downtown visitors and residents, especially Downtown’s hotel guests and patrons of our sports stadiums who access parking lots on either side of the underpass. Moreover, the draw of illuminated public art will help to reinforce the connection between Downtown and EaDo throughout the construction occurring along St. Emanuel as part of the NHHIP. When the time comes for the highway to be demolished, the intention will be for the public art lighting installation to be relocated to a new site.

#### Participating Agency:



# GOAL 4

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

## 4.11 Foster a thriving storefront economy, prioritizing recruitment efforts, where possible, to fill available properties that have favorable co-tenancy on key corridors.

**Highlight:** As of July 31, 2024, David Cisneros has joined the Downtown Houston+ team as Economic Development Manager. As the DTH+ Economic Development Manager, David will oversee the completion of our retail storefront strategy for Downtown Houston in collaboration with MJB Consulting, strategically introduce and manage our Downtown Enhancement Grants for businesses and properties (e.g., Storefront Grants, Historic Façade Improvement Grants, etc.), serve as a source of intelligence and understanding of the broader commercial market, and support the Downtown Redevelopment Authority with development incentives.

Participating Agencies:



## 4.15 Be the go-to organization for Downtown market research and intelligence.

**Highlight:** The Q2 2024 Downtown Market Report unpacked the strength of Downtown and the commitment of Houstonians to their urban core—whether they are faced with an unprecedented weather event or coming together to celebrate our Art Cars. Visitor numbers jumped 12% compared to the previous quarter, with people staying longer on average. Public transportation ridership also climbed, nearing pre-pandemic levels. Hotels saw a significant boost in occupancy, fueled by events and unusual weather. The report highlights a shift in office space pursuits, as companies increasingly seek unique Downtown locations. Additionally, Downtown housing is leasing up, a trend supported by Houston's young and diverse population seeking a vibrant and flexible lifestyle.

Participating Agency:





## GOAL 5

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

### 5.5 Consolidate websites to be more user-friendly, Downtown-focused, and valued as the most critical information clearinghouse about Downtown.

**Highlight:** When two major storm disasters struck Houston in less than a month, a user-friendly website proved critical for effective emergency response. The Downtown Houston+ team of in-house communicators produced daily news alerts, updated and posted street and sidewalk closure maps, and added a new web page at DowntownHouston.org dedicated to all modes of transportation impacts. News media and other stakeholders relied on these tools to stay informed. Now this rapid response experience will be standard operating procedure for future emergency events.

#### Participating Agencies:



### 5.6 Improve and expand external communications to increase awareness of CHI, its actions, and general Downtown happenings.

**Highlight:** With City support and financing ready for transformational investments in Downtown's convention area, Houston Business Journal reporter Chandler France wanted to examine two decades of impact from Minute Maid Park and Toyota Center and how these major venues impact Downtown's future. His cover feature story included interviews with Downtown Houston+ former and current CEOs, Bob Eury and Kris Larson, and leveraged the Downtown Houston+ research team's data analysis. Welcoming media inquiry, providing credible data and insight, and effectively delivering strategic messaging resulted in highly visible and favorable news coverage.

#### Participating Agency:



Engagements

**77,800**

Total

Homeless Count

**245**

Average

Sidewalk Cleaning

**4.16**

Average

Garbage Disposed (Tons)

**1038**

Total

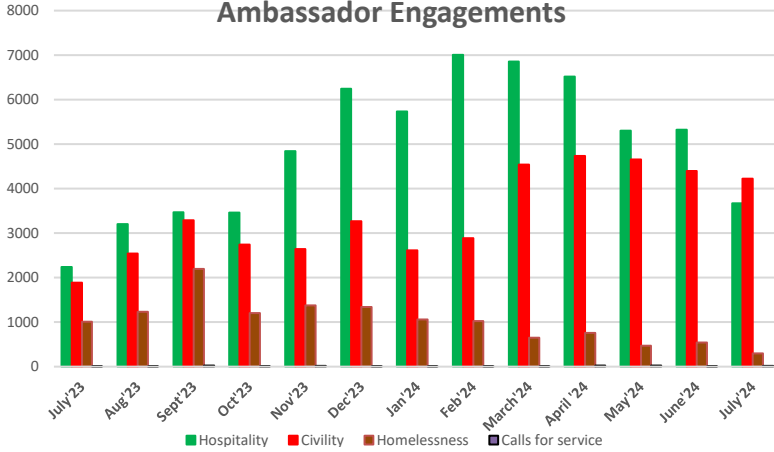
Reliability

**90%**

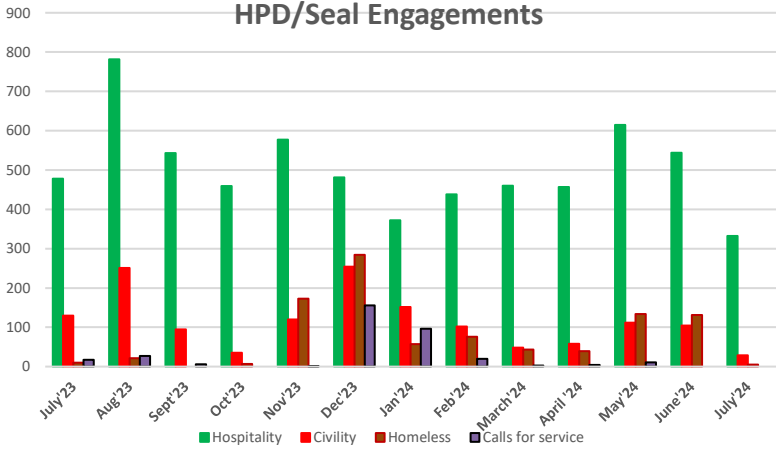
Average

## Safety & Quality Control

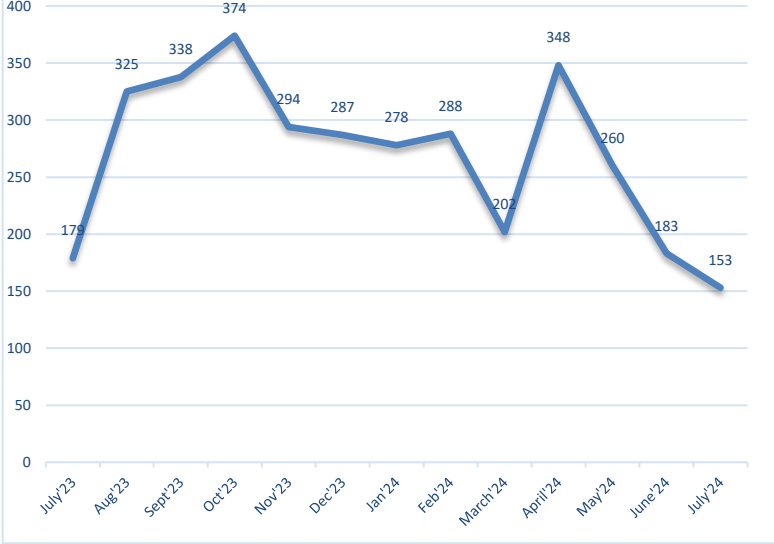
Ambassador Engagements



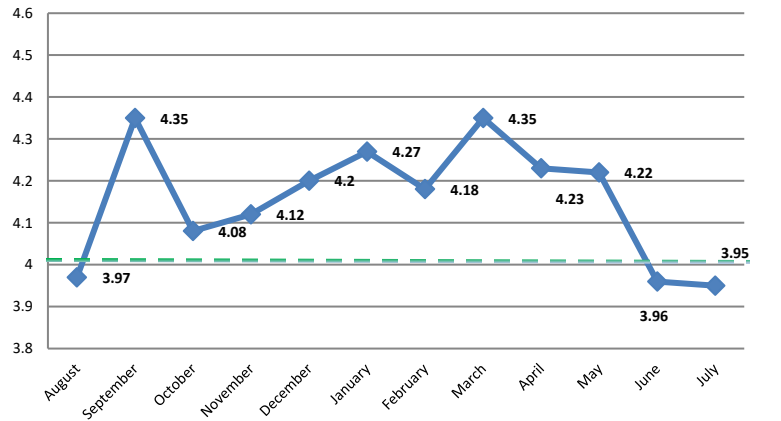
HPD/Seal Engagements



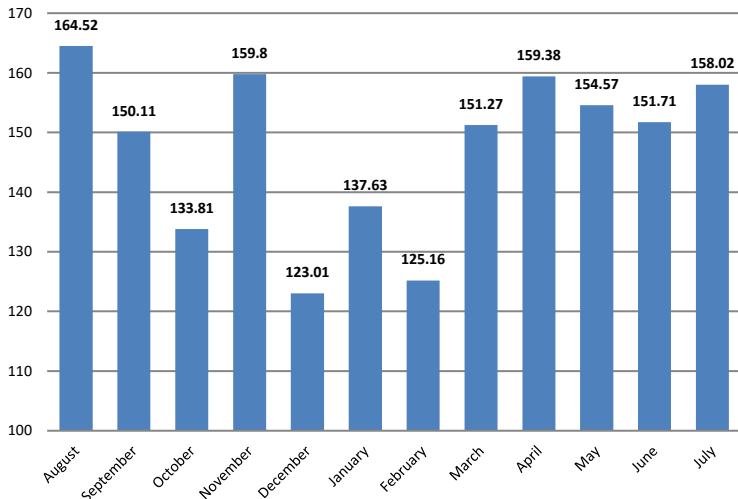
Homeless Count



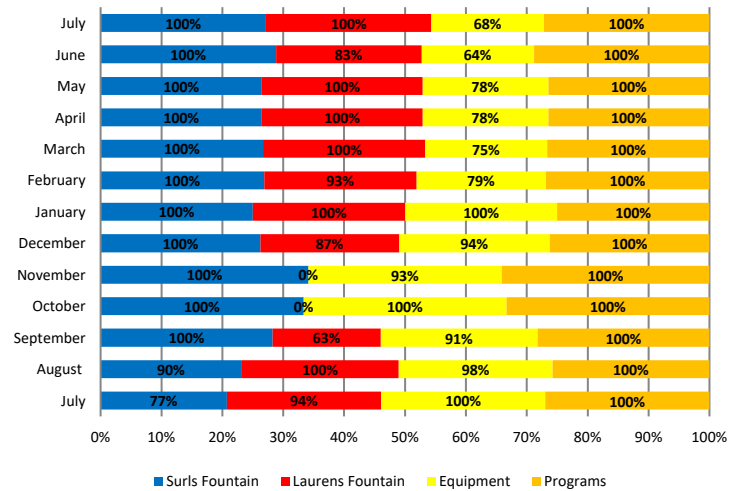
Sidewalk Cleaning



Garbage Disposed (Tons)



Reliability



# ENGAGEMENT METRICS

/ JULY 2024



TOTAL REACH



TOTAL IMPRESSIONS



TOTAL FOLLOWERS



124,839

551,839

178,926



6,401

68,200

172,931

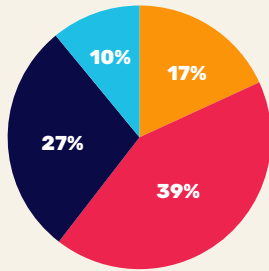


72,913

205,657

140,929

SOCIAL



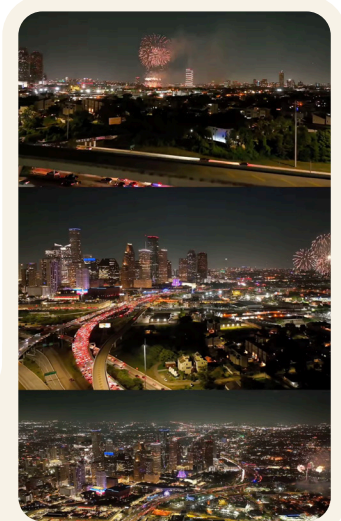
## INSTAGRAM FOLLOWERS BY AGE RANGE

18-24 35-44  
25-34 45-54

## FOLLOWERS BY GENDER

67% 33%

FEMALE MALE



## TOP CONTENT OF THE MONTH

### JULY 4TH FIREWORKS VIDEO

338K PLAYS • 18K LIKES • 207 COMMENTS • 4.3K SHARES • 1.1K SAVES  
TOTAL REACH: 241,346 • 23.4K REEL INTERACTIONS

WEBSITE

## TOP 3 VIEWED PAGES

14,746

TUNNELS

Unique Visitors: 8,868  
Views Per User: 1.7  
Average Time: 47s

12,211

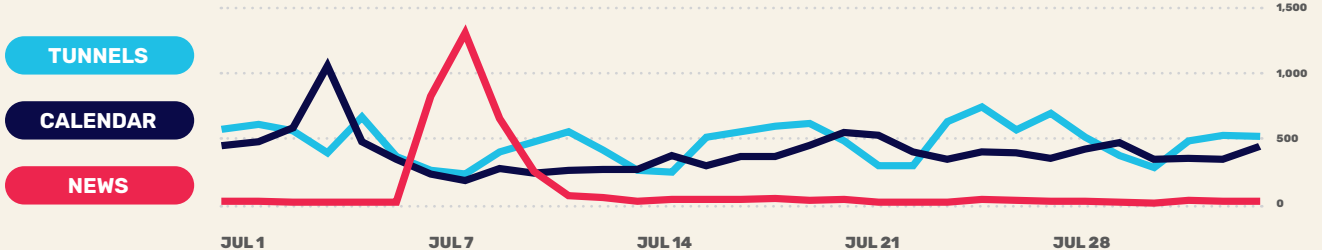
CALENDAR

Unique Visitors: 6,140  
Views Per User: 2  
Average Time: 39s

3,565

NEWS

Unique Visitors: 3,565  
Views Per User: 1.38  
Average Time: 20s



# ENGAGEMENT METRICS

/ JULY 2024



**TOTAL EVENT ATTENDANCE**

**1,174**

MARKET SQUARE PARK

**405**

TREBLY PARK



**DTH+ SIGNATURE EVENTS**

**8**

MARKET SQUARE PARK

Sweat and Strech  
We Heart Hou 713 Day + Market  
Blanket Bingo

**16**

TREBLY PARK

Yoga Flow  
Sounds of the City  
Beats and Flow  
Trivia Nights  
Movie Night

EVENTS

