



Board of Directors Meeting

May 8, 2025

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

April 10, 2025

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

The Board of Directors of the Houston Downtown Management District (the “District”) convened in person on April 10, 2025, for a regular meeting session, open to the public, in the H-Town Conference Room located inside the District’s office at 1221 McKinney Street, Suite 4250, Houston, TX 77010, and the roll was called of the duly appointed members of the Board, to-wit:

BOARD MEMBERS

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

and all of the above were present, with the exception of Directors Allen, Alley, Davis, D’Rovencourt, Foreman, Herrera, Jackson, Jacobs, Kennedy, Llana, Massad, McKenzie, and Pryor.

Also present were Kris Larson, President/CEO; Allen Douglas, COO & General Counsel; Jana Gunter, Director of Finance; all with the District; and staff members Christal Ayala, David Cisneros, Andy Corbin, Scott Finke, Jacque Gonzalez-Garcia, Cassie Hoeprich, Andres Laucirica, Amanda Marquez, Jamie Perkins, Albert Sanchez, Ann Taylor and Candace Williams; all with the District; Algenita Davis, consultant to the District; and Clark Lord with Bracewell.

Attendees from the public included Rupesh Koshy, Tina Ortiz, and Robert Williamson, all with the City of Houston; Eugene Lee with Essex Commercial Properties; Cathy Martinez and Carman Mayorga with SEIUTX; Danielle Dunn-Ridgill with Big Blissings Fitness in the Park; Jessica Wilt with Central City Co-Op; Tom Jasien and Linda Trevino with METRO; Jennifer Gribble, a resident of Midtown; Cristina Aguirre with HPARD; and Humberto Nammmez with Space City Birria.

Additionally, invited guests and presenters included Brad Segal with P.U.M.A.; Joey Sanchez with A Cup of Joey; and Brandon Oliver with CenterPoint Energy.

WELCOME

Chair Ashby presided over the meeting and welcomed all directors and meeting attendees. Jamie Perkins served as Assistant Secretary. Due to a lack of quorum, the order of items appearing on the agenda were rearranged to cover non-business items at the beginning of the meeting.

PROJECT SPOTLIGHT: ART CAR EVENT

Chair Ashby invited Ann Taylor to share information about the upcoming Art Car Parade event. Ms. Taylor shared a presentation and highlighted the activities planned at Market Square Park in conjunction with Art Car weekend. Questions were asked and answered, and discussion ensued. Board action was not required.

QUORUM

Secretary Harper arrived at 12:24 PM, and Chair Ashby declared quorum, then announced the Board may now proceed with meeting business.

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 March 6, 2025 meeting of the board of directors. Chair Ashby called for comments or corrections. Hearing none, she then called for a motion, moved by Director Schafer, and seconded by Director Reggie, and the minutes March 6th minutes were approved as presented.

AUTHORIZATIONS AND EXPENDITURES

Fan Fest Connectivity Study for Harris County Sprouts Authority + Action Item

Chair Ashby invited Jacque Gonzales to present this item. Ms. Gonzales provided a summary of the Fan Fest Connectivity study, and its objectives related to the 2026 FIFA World Cup Event. Questions were asked and answered, and discussion ensued.

Chair Ashby called for a motion for the Board to authorize entering into an agreement with TEI Planning + Design and approve related expenditures in an amount not to exceed \$23,200 for purposes related to conceptual planning to improve connectivity for the World Cup event in and adjacent to downtown. The motion was moved by Director Crawford, then seconded by Director Galvan, and the Board approved this request as presented.

Chiller Replacement at Operations Center

Chair Ashby called on Scott Finke to introduce this item. Mr. Finke presented a request for a replacement chiller system to be installed at the District's Operations Center. He explained the condition of the current chiller equipment, noting it has reached the end of its life and is no longer serviceable. He further noted this will be a shared expense between the District and its landlord, Reebus Management Company, pursuant to the current lease agreement. Questions were asked and answered, and discussion ensued.

A motion was called to approve an expenditure to Reebus Management Company in an amount not to exceed \$125,000 for the District's portion to purchase a replacement chiller and have it installed at the District's Operations Center. This motion was moved by Director Galvan, then seconded by Director Crawford, and the Board approved this request as presented.

Downtown Street Resurfacing Project – Resolution to enter into an AFA with TxDOT

Chair Ashby asked Allen Douglas to present this item. Mr. Douglas referred to page 34 in the materials previously provided and summarized the nature of this request. Questions were asked and answered.

Chair Ashby called for a motion for the Board to authorize the President/CEO to enter into an Advance Funding Agreement (AFA) with TxDOT to receive project funding through a Surface Transportation Block Grant (STBG) for the Downtown Street Resurfacing Mill & Overlay Project. This motion was moved by Director Hughes, and seconded by Director Shafer, and the Board approved this request as presented.

More Space Main Street: Authorize Title VI Resolution in connection with FTA Grant

Mr. Douglas continued by presenting the next item. He referred to page 36 in the materials previously provided and summarized the nature of this request, noting this particular resolution to be a federal requirement tied to the FTA grant. Questions were asked and answered.

A motion was called for the Board to authorize the President/CEO to enter into a Title VI agreement stating the District will abide by the Title VI regulations in connection with the FTA Grant, specifically with regard to the Main Street Promenade Project. This motion was moved by Director Hughes, seconded by Director Meyer, and the Board approved this request as presented.

ITEMS PERTAINING TO FINANCE AND ADMINISTRATIVE MATTERS

Review of Interim Financial Statements and Ratification of Expenditures

Chair Ashby called on Richard Torres, Treasurer & Investment Officer of the District, to provide updates on the prior month's finance and administrative matters. Treasurer Torres shared highlights of the March financial statements and check registers.

Treasurer Torres explained figures from the February 28, 2025 financial statements were included with the March summary, then reminded the Board a motion to accept the February

financials would be needed since the February Financial report was unavailable for review at the March 6th Board meeting. Questions were asked and answered.

First Quarter Investment Report

Treasurer Torres continued and presented highlights from the First Quarter Investment Report. No questions were asked, and discussion did not take place.

Chair Ashby called for a motion to: (i) accept the February and March Financial Statements; (ii) accept the March check registers; and (iii) accept the First Quarter Investment Report - moved by Director Ramos and seconded by Director Galvan, and all three items were accepted as presented.

FACILITATED SESSION – DISTRICT SERVICE PLAN RENEWAL

President Larson introduced Brad Segal with P.U.M.A., then invited Mr. Segal to begin a facilitated session with the Board on the upcoming District Service Plan and Renewal. Mr. Segal engaged with the Board in conversation, and notated feedback received with regard to the Service Plan Renewal. Questions were asked and answered, and discussion ensued. Next steps were discussed to generate a draft Plan for the Board to review in the coming months. No action was required.

STRATEGIC ALIGNMENT UPDATES

President Larson highlighted updates from the Strategic Alignment report. Questions were asked and answered, and discussion ensued. No action was needed.

OTHER BUSINESS & ADJOURNMENT

Chair Ashby reminded the Board of the upcoming Collaborative Committee Meeting for the Thrive Committee, scheduled for April 16th. Next, she announced committee meetings for Enhance, Engage and Connect will resume in May. Chair Ashby concluded by announcing the next Board meeting will take place on May 8, 2025.

Hearing no further business coming forth to the Board, the meeting was adjourned at 1:28 PM.

Jamie Perkins, Assistant Secretary
Houston Downtown Management District

CHECK REGISTER

April 2025

- Total checks issued were \$2.5 million
 - Block 98 Houston LLC - \$609K - DLI 2024 (\$478K refunded by COH)
 - Central Houston, Inc. - \$472K - admin contract services (March/April 2025)
 - Block by Block - \$464K - contract services
 - Color Specialist Landscaping, Inc. - \$212K - contract services
 - Seal Security Solutions - \$118K - contract services
 - Houston PT BAC Office LTD \$58K - assessment refund
 - Neon Electric Corporation - \$49K - Daiken Park wayfinding updates

Operating-HDMD--Operating Fund-HDMD

Check register

April 2025

Date	Vendor	Document no.	Amount
Account no: 1890323643			
4/1/2025	VEN-00259--The Davey Tree Expert Company		7,753.50
4/2/2025	VEN-00530--Antoine Holmes		520.00
4/2/2025	VEN-00324--Associated Landscape Services LLC		14,655.01
4/2/2025	VEN-00404--AT&T		1,354.97
4/2/2025	VEN-00525--Brandon Kpotie		780.00
4/2/2025	VEN-00526--Charles Franklin		780.00
4/2/2025	VEN-00044--Crest Printing		885.00
4/2/2025	VEN-00519--David Russell		520.00
4/2/2025	VEN-00070--Fort Bend Battery & Golf Carts		585.00
4/2/2025	VEN-00517--Franklin Burnett		260.00
4/2/2025	VEN-00083--Harris County Treasurer		10,342.00
4/2/2025	VEN-00532--Ivan Sosa-Castillo		1,040.00
4/2/2025	VEN-00527--Jacob Pena		260.00
4/2/2025	VEN-00520--Jennifer Kennedy		709.37
4/2/2025	VEN-00595--Joe O'Neal		1,413.75
4/2/2025	VEN-00528--JOELL MATHEWS		260.00
4/2/2025	VEN-00524--Jose Teran		520.00
4/2/2025	VEN-00147--Lone Star Flags		3,060.00
4/2/2025	VEN-00523--Marcus Labbe		260.00
4/2/2025	VEN-00172--NCTP-CPAS PPLC*		1,800.00
4/2/2025	VEN-00200--Raffle Parking Company		900.00
4/2/2025	VEN-00251--Texas Outhouse		598.58
4/2/2025	VEN-00259--The Davey Tree Expert Company		2,100.00
4/2/2025	VEN-00260--The Harris Center For Mental Health and IDD		22,541.67
4/2/2025	VEN-00290--Verizon Wireless		667.62
4/3/2025	VEN-00322--COLOR SPECIALIST LANDSCAPING, INC		4,970.86
4/3/2025	VEN-00147--Lone Star Flags		2,539.00
4/4/2025	VEN-00530--Antoine Holmes		780.00
4/4/2025	VEN-00324--Associated Landscape Services LLC		27,725.15
4/4/2025	VEN-00525--Brandon Kpotie		780.00
4/4/2025	VEN-00789--Brigitte F. Abbs		220.00
4/4/2025	VEN-00526--Charles Franklin		520.00
4/4/2025	VEN-00569--Christina LaFour		260.00
4/4/2025	VEN-00331--CITY OF HOUSTON-HPARD		24.77
4/4/2025	VEN-00322--COLOR SPECIALIST LANDSCAPING, INC		1,563.48
4/4/2025	VEN-00044--Crest Printing		249.00
4/4/2025	VEN-00610--DalfyMedia LLC		1,800.00

4/4/2025	VEN-00327--DirecTV		111.23
4/4/2025	VEN-00517--Franklin Burnett		260.00
4/4/2025	VEN-00323--Gulf Coast Pavers, Inc		19,800.00
4/4/2025	VEN-00081--Hamilton Plumbing Services		185.00
4/4/2025	VEN-00082--Hardy & Hardy		4,400.00
4/4/2025	VEN-00532--Ivan Sosa-Castillo		520.00
4/4/2025	VEN-00527--Jacob Pena		260.00
4/4/2025	VEN-00520--Jennifer Kennedy		694.00
4/4/2025	VEN-00595--Joe O'Neal		520.00
4/4/2025	VEN-00524--Jose Teran		260.00
4/4/2025	VEN-00438--LeAnderay Collins		770.00
4/4/2025	VEN-00557--Lila Vaughn		220.00
4/4/2025	VEN-00146--Lincoln Colwell		1,830.00
4/4/2025	VEN-00523--Marcus Labbe		520.00
4/4/2025	VEN-00529--Moises Alfaro		780.00
4/4/2025	VEN-00174--Neon Electric Corporation		44,834.00
4/4/2025	VEN-00185--Pfeiffer & Son, LTD.		7,240.80
4/4/2025	VEN-00790--Premier Wireless		49.00
4/4/2025	VEN-00788--Richard Crosby		770.00
4/4/2025	VEN-00431--RISE MARKET COLLECTIVE		5,000.00
4/4/2025	VEN-00212--Ronald Cooks		770.00
4/4/2025	VEN-00219--Seal Security Solutions, LLC		444.00
4/4/2025	VEN-00220--SEARCH Homeless Services		9,940.62
4/4/2025	VEN-00220--SEARCH Homeless Services		2,500.00
4/4/2025	VEN-00226--Southern Daily News		360.00
4/4/2025	VEN-00360--Stephanie Ipena		770.00
4/4/2025	VEN-00563--TEXAS PRIDE DISPOSAL		14.96
4/4/2025	VEN-00271--Touch Agree Property		3,934.20
4/4/2025	VEN-00277--Triple R Brothers		29.98
4/4/2025	VEN-00279--TXU Energy		380.24
4/4/2025	VEN-00754--Viking Fence Co.		100.66
4/4/2025	VEN-00781--Wonky Power Records		6,900.00
4/9/2025	VEN-00558--Block 98 Houston LLC	35938	609,115.00
4/11/2025	VEN-00032--Central Houston, Inc	35939	471,514.60
4/14/2025	VEN-00543--101 AUSTIN LLC	35940	186.68
4/14/2025	VEN-00792--1802 NANCE LLC	35941	1,304.49
4/14/2025	VEN-00671--FKM PARTNERSHIP LTD	35942	1,822.94
4/14/2025	VEN-00793--HON-HA RAY ENTERPRISES INC	35943	203.10
4/14/2025	VEN-00794--HOUSTON CHARTRES LP	35944	1,200.37
4/14/2025	VEN-00599--HOUSTON PT BAC OFFICE LTD	35945	58,124.35
4/14/2025	VEN-00748--MACEY FAMILY PROPERTIES LTD	35946	743.74
4/14/2025	VEN-00552--RICHARD DINGMAN TRUST	35947	43.31

4/14/2025	VEN-00220--SEARCH Homeless Services	35948	3,534.96
4/14/2025	VEN-00289--UTS, LLC	35949	4,103.75
4/15/2025	VEN-00530--Antoine Holmes		487.50
4/15/2025	VEN-00525--Brandon Kpotie		780.00
4/15/2025	VEN-00025--Byron Kessler Inc.		3,500.00
4/15/2025	VEN-00526--Charles Franklin		520.00
4/15/2025	VEN-00569--Christina LaFour		520.00
4/15/2025	VEN-00372--Coopwoods Air Conditioning Inc.		2,332.39
4/15/2025	VEN-00044--Crest Printing		1,580.00
4/15/2025	VEN-00517--Franklin Burnett		260.00
4/15/2025	VEN-00082--Hardy & Hardy		3,550.00
4/15/2025	VEN-00102--Incontrol Construction LLC		17,892.00
4/15/2025	VEN-00656--IRENE LUNA		53.71
4/15/2025	VEN-00532--Ivan Sosa-Castillo		520.00
4/15/2025	VEN-00527--Jacob Pena		260.00
4/15/2025	VEN-00520--Jennifer Kennedy		724.88
4/15/2025	VEN-00528--JOELL MATHEWS		260.00
4/15/2025	VEN-00524--Jose Teran		260.00
4/15/2025	VEN-00126--Keith Gould		60.31
4/15/2025	VEN-00522--LANDSCAPE FORMS, INC		2,940.00
4/15/2025	VEN-00523--Marcus Labbe		780.00
4/15/2025	VEN-00529--Moises Alfaro		1,040.00
4/15/2025	VEN-00185--Pfeiffer & Son, LTD.		4,782.82
4/15/2025	VEN-00560--SASHA SHEPARD		601.25
4/15/2025	VEN-00219--Seal Security Solutions, LLC		117,585.44
4/15/2025	VEN-00279--TXU Energy		6,831.68
4/15/2025	VEN-00534--Vestis Group, Inc		211.68
4/15/2025	VEN-00302--Westpark Communications, L.P.		86.01
4/22/2025	VEN-00530--Antoine Holmes		520.00
4/22/2025	VEN-00324--Associated Landscape Services LLC		1,835.00
4/22/2025	VEN-00497--BIII GStreet LLC		21,529.18
4/22/2025	VEN-00321--BLOCK BY BLOCK		463,898.84
4/22/2025	VEN-00525--Brandon Kpotie		780.00
4/22/2025	VEN-00425--Centra 417 San Jacinto LLC		3,125.00
4/22/2025	VEN-00526--Charles Franklin		1,040.00
4/22/2025	VEN-00569--Christina LaFour		260.00
4/22/2025	VEN-00320--Clutch Consulting Group LLC		11,025.00
4/22/2025	VEN-00374--CoStar Realty Information, Inc.		1,687.26
4/22/2025	VEN-00610--DalfyMedia LLC		700.00
4/22/2025	VEN-00519--David Russell		520.00
4/22/2025	VEN-00081--Hamilton Plumbing Services		3,335.00
4/22/2025	VEN-00082--Hardy & Hardy		4,675.00

4/22/2025	VEN-00532--Ivan Sosa-Castillo	520.00
4/22/2025	VEN-00527--Jacob Pena	260.00
4/22/2025	VEN-00520--Jennifer Kennedy	720.00
4/22/2025	VEN-00595--Joe O'Neal	260.00
4/22/2025	VEN-00528--JOELL MATHEWS	520.00
4/22/2025	VEN-00523--Marcus Labbe	520.00
4/22/2025	VEN-00529--Moises Alfaro	1,040.00
4/22/2025	VEN-00185--Pfeiffer & Son, LTD.	6,268.31
4/22/2025	VEN-00192--Power Pest Corp dba Texas Bird Services	8,289.00
4/22/2025	VEN-00201--Ralph Bivins Communications	6,000.00
4/22/2025	VEN-00259--The Davey Tree Expert Company	4,750.00
4/22/2025	VEN-00259--The Davey Tree Expert Company	9,300.00
4/22/2025	VEN-00265--Thomas Printworks	883.64
4/22/2025	VEN-00271--Touch Agree Property	2,572.80
4/22/2025	VEN-00299--We 68 LLC	5,183.33
4/23/2025	VEN-00795--BIII GSTREET, LLC	740.70
4/25/2025	VEN-00530--Antoine Holmes	260.00
4/25/2025	VEN-00404--AT&T	2,150.93
4/25/2025	VEN-00525--Brandon Kpotie	780.00
4/25/2025	VEN-00526--Charles Franklin	520.00
4/25/2025	VEN-00569--Christina LaFour	260.00
4/25/2025	VEN-00037--City of Houston-Dept of Public Works	2,221.52
4/25/2025	VEN-00322--COLOR SPECIALIST LANDSCAPING, INC	205,330.10
4/25/2025	VEN-00759--DANIELLE DUNN-RIDGILL	4,200.00
4/25/2025	VEN-00519--David Russell	520.00
4/25/2025	VEN-00517--Franklin Burnett	260.00
4/25/2025	VEN-00081--Hamilton Plumbing Services	370.00
4/25/2025	VEN-00083--Harris County Treasurer	10,342.00
4/25/2025	VEN-00102--Incontrol Construction LLC	730.00
4/25/2025	VEN-00532--Ivan Sosa-Castillo	520.00
4/25/2025	VEN-00527--Jacob Pena	260.00
4/25/2025	VEN-00520--Jennifer Kennedy	720.00
4/25/2025	VEN-00595--Joe O'Neal	520.00
4/25/2025	VEN-00528--JOELL MATHEWS	260.00
4/25/2025	VEN-00447--Jordan Dunn-Ridgill	4,300.00
4/25/2025	VEN-00147--Lone Star Flags	3,571.50
4/25/2025	VEN-00523--Marcus Labbe	520.00
4/25/2025	VEN-00721--MARIO MALDONADO	520.00
4/25/2025	VEN-00529--Moises Alfaro	1,300.00
4/25/2025	VEN-00170--Moonstar Cinema Services	2,876.40
4/25/2025	VEN-00174--Neon Electric Corporation	4,269.00
4/25/2025	VEN-00185--Pfeiffer & Son, LTD.	6,689.83

4/25/2025	VEN-00796--PROGRESSIVE URBAN MANAGEMENT ASSOCIATES	14,439.84
4/25/2025	VEN-00200--Raffle Parking Company	900.00
4/25/2025	VEN-00220--SEARCH Homeless Services	8,352.59
4/25/2025	VEN-00251--Texas Outhouse	598.58
4/25/2025	VEN-00563--TEXAS PRIDE DISPOSAL	1,979.77
4/25/2025	VEN-00261--The Houston Club	2,523.90
		<u>2,397,308.40</u>

Capital-HDMD--Capital Fund-HDMD

Check register

April 2025

Date	Vendor	Amount
Account no: 1890323635		
4/2/2025	VEN-00562--GENSLER	2,457.61
4/2/2025	VEN-00323--Gulf Coast Pavers, Inc	28,501.44
4/4/2025	VEN-00562--GENSLER	1,125.00
4/4/2025	VEN-00562--GENSLER	540.00
4/4/2025	VEN-00185--Pfeiffer & Son, LTD.	6,382.58
4/4/2025	VEN-00445--TALON CONSTRUCTION LLC	3,345.00
4/22/2025	VEN-00185--Pfeiffer & Son, LTD.	4,675.68
4/25/2025	VEN-00562--GENSLER	158.40
4/25/2025	VEN-00562--GENSLER	3,035.00
4/25/2025	VEN-00147--Lone Star Flags	6,959.00
4/25/2025	VEN-00147--Lone Star Flags	32,634.00
		89,813.71



MEMORANDUM

May 8, 2025

TO: Board of Directors

FROM: Nominating Committee

ACTION: Recommendation of Nominees for District Board of Directors

We respectfully request the Board of Directors approve the following new and renewal of incoming appointments for submission to the City of Houston's Director of Boards & Commissions:

Positions 1 and 7 - Unexpired terms ending 6/1/2028:

<u>Pos. #</u>	<u>Appointment</u>	<u>Name</u>	<u>Affiliation</u>	<u>Replacing</u>
1	New	Brandon Oliver	CenterPoint Energy	Vacant Seat
7	New	Spencer Lightsey	University of Houston -Downtown	Vacant Seat

Positions 8 thru 15 - 4-year terms expiring 6/1/2029:

<u>Pos. #</u>	<u>Type</u>	<u>Name</u>	<u>Affiliation</u>	<u>Replacing</u>
8	Renewing	Genora Boykins	NRG Energy, Inc.	
9	New	Tyler Merritt	Brookfield Properties	Randy Pryor
10	Renewing	Marcus Davis	Kulture	
11	Renewing	Antoinette "Toni" Jackson	The Banks Law Firm	
12	Renewing	Clay Crawford	Sears Crawford, L.L.P.	
13	New	Reginald Wilson, Jr.	Norton Rose Fulbright	Gilbert Herrera
14	Renewing	Sean Liu	Lionstone Investments	
15	Renewing	Sean Alley	Brookfield Properties	

Position 30 - Unexpired term ending 6/1/2027:

<u>Pos. #</u>	<u>Appointment</u>	<u>Name</u>	<u>Affiliation</u>	<u>Replacing</u>
30	New	Joey Sanchez	Cup of Joey, LLC	Lacee Jacobs

Biographies for new appointees are included on the pages that follow. With your approval of the proposed slate, Positions 1, 7, 8-15, and 30 will be submitted to the City for confirmation by City Council. The Nominating Committee will continue working to determine a nominee for Position 19, which was recently vacated by Crystal Allen.

Recommended Motion: Approve the Nominating Committee's recommended slate for new and returning directors, for submittal to the City of Houston Director of Boards and Commissions for vetting and approval.

Brandon Oliver

Vice President, Supply Chain & Strategic Sourcing

CenterPoint Energy

Business Address

brandon.oliver@centerpointenergy.com

832.671.5448



Brandon Oliver joined CenterPoint Energy as Vice President of Supply Chain and Strategic Sourcing in January 2024. In this role, he manages 50+ personnel responsible for supporting all procurement needs across the company's multi state utility footprint as well as all corporate and indirect spend.

Before joining CenterPoint Energy, Brandon spent 16 years at ConocoPhillips, where he held various leadership roles in Supply Chain across the U.S. and Canada. His experience spans operations, drilling and completions, corporate and IT procurement, major capital projects (both onshore and offshore), global systems implementations, and compliance.

A proud graduate of the University of Texas, Brandon holds a bachelor's degree in Government, along with an MBA in Supply Chain Management and a Juris Doctorate from the University of Arkansas. Outside of work, he enjoys scuba diving, wake surfing, sporting clays, and spending time on the golf course.

Brandon currently serves on the Board of Directors for the Utility Supply Management Alliance (USMA), an organization comprised of utility companies and suppliers with the aim of improving supply chain issues, reducing costs, and improving relationships.

Spencer Lightsey

Associate Director of Corporate and Foundation Relations

University of Houston-Downtown

One Main Street, S 990

Houston, TX 77002

LightseyS@uhd.edu

713.222.5391



Born in Manhattan and raised in New Rochelle, NY, Spencer Lightsey embarked on his academic journey at the University of Houston (UH), where he received a bachelor's degree in Political Science. During his time at UH, Lightsey was also a member of the Cross-Country and Track & Field teams.

Driven by a desire to make a positive impact in his community, Lightsey continued his educational pursuits at the University of Houston-Downtown (UHD), where he obtained a master's degree in Non-Profit Management.

Currently, Lightsey serves as the Associate Director of Corporate and Foundation Relations at UHD, where he contributes to the university's mission of providing an accessible, high-quality education. In his role at UHD, Lightsey leverages his expertise in education administration to support student success initiatives, promote inclusive learning environments, and cultivate partnerships with local foundations and corporations to enhance university efforts.

Outside of his professional endeavors, Lightsey remains actively involved in various volunteer activities and mentorship programs aimed at empowering youth. He is currently the staff advisor for a UHD student band and serves as the Chair of the Jackie Robinson Foundation Southwest Region Scholar Advisory Committee.

Spencer is the proud father of three children, and plays the bass guitar.

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Tyler is an Asset Manager with Brookfield Properties, overseeing a 3.1M SF office portfolio while directly leasing an additional 2M SF of office space within the greater Brookfield portfolio. He provides oversight for all aspects of the building operations including property management, leasing, operating and capital budgets, business plan development and cashflow management. He has also served as Director on the Brookfield leasing team before transitioning into Asset Management. Prior to joining Brookfield in 2019, Tyler spent 2 years at CBRE on the Landlord Leasing team and 7 years in construction and oil and gas serving roles in project management and asset management.

Tyler received his degree from Texas A&M University. He is a respected member of the commercial real estate community and is a licensed real estate salesperson in Texas. He has been an active member of NAIOP, previously serving as co-chair for the Developing Leaders Program.

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Reginald D. Wilson, Jr., is a first-generation college graduate, born in Abbeville, Louisiana and raised in Plano, Texas. He has seven siblings. Reginald moved to Houston in 2005 to attend Texas Southern University where he played football for the Fighting Tigers. He received his BBA in Marketing and his Juris Doctor from Thurgood Marshall School of Law. Reginald is married with a 2-year old son and 5-month old daughter.

Reggie is currently a partner in the public law–banking and finance–practice group at Norton Rose Fulbright US LLP where he principally acts as bond counsel, disclosure counsel, underwriters' counsel, and trustee counsel in a variety of transactions involving municipal governments, including cities, counties, water districts, school districts, healthcare systems, universities, colleges, industrial and housing development corporations, management districts, TIRZs and non-profit corporations. His experience includes ad valorem tax financings, tax increment financings, utility revenue financings, auction and variable rate financings, interest rate swap and forward purchase agreements, lease financings, private placements and taxable financings. He also serves as general counsel to municipal utility districts, water control and improvement districts, fresh water supply districts, water districts and management districts throughout the State of Texas.

Joey Sanchez

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Joey Sanchez is a long-time resident of Downtown Houston, where he lives with his wife, Kelly Sanchez, and their three children: JJ, eight years old; Juliana, five years old; and Genevieve, two years old. A native of Sugar Land, Texas, Joey's connection to Downtown Houston began with a third-grade field trip to Downtown—a formative experience that sparked a lifelong love for the city. Now, after 13 years as a resident, Joey continues to build meaningful experiences and has created many memorable moments in the heart of Downtown.

Joey Sanchez is a connector. As Founder of Cup of Joey, his mission is to create connections to a more fulfilling future. Cup of Joey is a weekly coffee happy hour for innovative ideas. He delivers program activations that help you explore your purpose in life and how to connect that to the greater community.

Joey's professional experience includes leadership roles such as Senior Director of Ecosystems at The Ion Houston, Director of Corporate Engagement at Houston Exponential, Director of Sales at Greater Houston Partnership, and Accounts Receivable Manager at NOV. Joey holds both a BBA and MBA in Business Administration and Management from Jacksonville University.



Emergency Response Plan

APRIL 2025

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Role of Houston Downtown Management District Inform – Assess – Recover

Downtown District Emergency Response Plan (ERP)

Houston Downtown Management District (HDMD) has a responsibility to inform and assist its stakeholders before, during and after an emergency event. Downtown stakeholders include property owners, employers, residents, business establishments, and visitors on-site within the boundaries of the Houston Downtown Management District. The role of HDMD is not to duplicate the roles of the City of Houston's (COH) Office of Emergency Management (OEM), the Harris County Office of Homeland Security & Emergency Management (HCOHSEM), law enforcement, Houston TranStar, METRO Transit Authority, FEMA and other agencies, but rather to act as a liaison between these agencies and our downtown stakeholders. To inform/assess/recover in a timely manner and return the public realm back to normal as quickly as possible in downtown, and above all, to provide excellent customer service to our assessment payers during an emergency. When the ERP is activated, the HDMD emergency team will perform the following duties:

- 1) Monitor updates initiated by OEM, Houston Emergency Center (HEC), the National Weather Service and potentially others and forward them to our stakeholders through a variety of channels including: posting them on the website, email communications to those registered for emergency alerts, e-blasts to our downtown Houston subscriber lists, and social media to those that follow us in the general public. Provide frequent updates to inform our stakeholders as the event progresses.
- 2) Staff the Emergency Operations Center at 1313 Main during the course of an emergency event, including administrative personnel to answer the office phone: 713-223-2003, 24-hour emergency line: 713-787-3971, post information on the Downtown District Emergency Information website, and triage walk-in questions.
- 3) Staff the Emergency Operations Center at 1313 Main during the course of an emergency event with 1-2 HDMD management personnel who are present on-site to make staffing decisions, assess safety conditions, communicate with law enforcement personnel, and, when safe to do so, move about downtown to assess the physical environment and identify damaged areas.
- 4) Coordinate with management of Block by Block (BBB), HDMD's primary Street Team/Safety Guide contractor, as to the appropriate staffing levels of contract personnel and 1-2 BBB management personnel who are present on-site to make their deployment decisions.
- 5) Outreach to downtown stakeholders who may have suffered damage and compile a master list of the extent of property damage, power outages, limits to access, and any other areas of concern. Take photos to document the conditions.
- 6) Prevent or mitigate damage to HDMD assets. Initiate work to be performed by HDMD's standby emergency contractor if necessary.
- 7) Provide regular updates to HDMD executive management.
- 8) Assist stakeholders by connecting them with resources when possible.

- 9) The Director of Operations will participate in the Joint Information Center conference calls with other agency leadership.
- 10) The Director of Engagement will prepare outgoing communications regarding the impact of an emergency event specific to downtown. Media inquiries will be directed to the Director of Engagement and the President will be the designated spokesperson.

The HDMD Emergency Response Plan is designed to be flexible enough to function under many different types of emergency situations including but not limited to: hurricanes/tropical storms, derechos, severe/flash flooding, tornado warnings/touchdowns, chemical/biological hazards, terrorist attacks, extended freeze watches/warnings and power grid disruptions. The decision to activate the District's ERP should be made by the Director of Operations after consultation with HDMD executive management. If consultation is not possible, the Director of Operations has the authority to activate the ERP acting alone.

Activation/Operation of the HDMD ERP

Active Event

Defined as a sudden emergency event happening now.

Examples would include: an explosion at one of the downtown office buildings, a widespread blackout, active shooter, or a hazardous chemical spill on one of the surrounding highways.

- 1) The Director of Operations should assess the impact on personnel in the field. Should they be brought back to the operations center or shelter in place at the nearest safe location? Instructions should be relayed.
- 2) The staff at the operations center should seek further information on the location and nature of the event. What has happened and where? Are emergency personnel responding or do they need to be alerted? How widespread an area is impacted? The downtown camera system should be utilized if possible. Media reports should be monitored for further information. Firsthand reports should be gathered if it can be done safely.
- 3) Are the City and County activating their emergency operations centers? Interagency contacts should be consulted to share information and understand their plans of action.
- 4) Once personnel are in a secure location and preliminary information is gathered, the Director of Operations should consult with executive management as to the next steps. If this cannot take place in a reasonable time frame, the Director of Operations should activate the ERP.
- 5) The Emergency Operations Center should be staffed with the emergency team and the Public Safety Manager should change the status on the Downtown District's website to reflect the emergency in progress.
- 6) Understand that an Active Event by its nature is an evolving situation. Inaccurate or conflicting information may be gathered during this process and all staff should make extra efforts to verify incoming information before passing it on to others.
- 7) As soon as information regarding areas restricted by law enforcement, evacuation zones, or any other announcements are provided by partner agencies, those should be forwarded to our stakeholders through the channels we have established.

- 8) The Director of Operations should assess the initial time frame for the Emergency Operations Center and assign shifts for the on-site emergency personnel. The Director of Operations, or someone designated, should arrange for overnight accommodations and food if the emergency event is anticipated to extend more than eight hours.
- 9) Periodic updates and adjustments should be made as the situation becomes clear.

Imminent Event

Defined as a potential emergency event with warning but short notice.

Examples would include: a tornado/flash flood warning, terrorist threat, or hazardous road conditions.

- 1) Alerts put out by partner agencies should be forwarded to our stakeholders through the channels we have established.
- 2) As much information as possible should be gathered and interagency contacts should be consulted to understand the nature of the potential threat.
- 3) The Director of Operations should assess the impact on personnel in the field. Should they be brought back to the operations center or shelter in place at the nearest safe location? Instructions should be relayed.
- 4) The Director of Operations should consult with executive management as to whether to activate the ERP.
- 5) If the ERP is activated, steps 5-9 under Active Event should be followed.

Potential Event (Named Storm)

Defined as a potential emergency event with more than three days warning.

The primary example of this would be a hurricane/tropical storm or winter weather storm. A specific protocol has been drafted for a named storm event as follows:

Prior to Hurricane Season:

- 1) Review and update the Emergency Response Plan.
- 2) Schedule and program Hurricane Preparedness Workshop(s).
- 3) Review process for pulling distribution lists to make sure we are including all stakeholders.
- 4) Outreach to gather updated emergency contact information from stakeholders.
- 5) Review emergency preparedness supplies.
- 6) Authorize and engage the District standby emergency contractor.
- 7) Pre-arrange plan for hotel accommodations.
- 8) Review and rehearse Emergency Response Plan roles and responsibilities.
- 9) Take precautionary measures to prevent & mitigate all assets.

Alerts put out by partner agencies should be forwarded to our stakeholders through the channels we have established. In particular, the District will communicate current storm tracking, tropical storm/hurricane watches and warnings, calls for voluntary or mandatory evacuations, METRO changes in schedule, and any announcements made by the City/County through their emergency operation centers.

The District will gather intelligence from major employers regarding their work schedules and the Director of Operations will participate in the Joint Information Center conference calls.

The Director of Operations will schedule a recurring conference call among the leadership team to exchange information and action plans daily (more often if necessary) including the following personnel: Executive Director, Chief Operating Officer, Director of Operations, Director of Engagement, on-site emergency personnel and BBB management.

96 Hours prior to the storm:

- 1) Set priority of banner removal and alert standby banner removal contractor(s).
- 2) Assess street assets and identify which items need to be secured.
- 3) Check supplies of plywood, sandbags, flashlights/batteries, rain gear and replenish as needed.
- 4) Stock Emergency Operations Center with water and non-perishable food supply.
- 5) Check downtown camera system and TV/cable/radio access for news reports.
- 6) Check trees that are supported by cables and make any adjustments necessary.
- 7) Communications team will draft email reminders to building operators (commercial and residential) and construction sites to secure loose items and clear roofs.
- 8) Public Safety Manager will draft email reminders regarding how to sign up for alerts.
- 9) Public Safety Manager will send email information from Ready Harris as reminders to all stakeholders regarding hurricane preparedness tips.

72 Hours prior to the storm:

- 1) Activate banner removal in priority order.
- 2) Alert the District standby emergency contractor.
- 3) The Director of Operations should assign shifts for the on-site emergency personnel and coordinate with BBB management regarding their on-site team. The Director of Operations, or someone designated, should arrange for overnight accommodations and food in anticipation that no one will be able to get in or out of downtown for the duration of the emergency event. The Director of Operations should be prepared to be in downtown for the entire duration of the storm. All on-site emergency personnel may bring immediate family members (and pets subject to hotel policy) with them to the overnight accommodations.
- 4) The HPD Off-Duty program coordinator should be contacted to assess Off-Duty availability.
- 5) Stage District vehicles and equipment in the GreenStreet garage and arrange for emergency personnel vehicle parking.
- 6) The Downtown District's website status should be changed by the Public Safety Manager to indicate the current emergency event in progress.

48 Hours prior to the storm:

- 1) Fasten down trash can lids.
- 2) Evaluate watering needs and make one more pass if necessary.
- 3) Shut off irrigation systems, bleed lines to clear pipes (Winter Storm)
- 4) Shut off Main Street fountain & Cotswold fountains and secure control rooms.
- 5) Remove construction barricades, signage, etc.
- 6) Cover back flow preventers.
- 7) Cover high priority flowers (Main Street Square, Market Square Park and Trebly Park).

24 Hours prior to the storm:

- 1) Tie down and/or remove Market Square Park and Trebly Park furniture and secure kiosk/restrooms/café building.

- 2) Shut off all water feature fountains and secure control rooms.
- 3) Complete banner removal.
- 4) Secure any other street assets not previously accounted for.
- 5) Make final garbage truck run.
- 6) Make a pass through downtown and pick up any loose signs/traffic control items, take to yard/warehouse to be stored.
- 7) Public Safety Manager should make sure laptop containing the ERP and emergency contact list is backed up/charged and kept throughout the emergency event.

12 Hours prior to the storm:

- 1) Make one final pass for trash pickup with District vehicles.
- 2) Emergency team personnel should be on-site and prepared to stay through the duration of the storm.
- 3) Board up Emergency Operations Center windows and sandbag if necessary.
- 4) Make sure all cell phones and radios are fully charged.

Note: If the Emergency Operations Center is physically damaged due to flooding, wind damage, loss of power, or other cataclysmic event, on-site personnel should evacuate to a safe location. Potential backup sites include the 1221 McKinney Office, the emergency team's hotel, or a City of Houston shelter.

Post Event

In all types of emergency situations HDMD's actions immediately post event are essentially the same:

- 1) When it is safe to do so, on-site management should survey the downtown area for damage.
- 2) Areas restricted by law enforcement for safety reasons should be noted.
- 3) Observations regarding the conditions should be documented and photos taken.
- 4) The Director of Operations should confer with executive management to form a plan of action.

Severe wide-spread damage

Defined as 15 or more blocks of downtown.

Note: In prior named storm events downtown was virtually empty. The growing residential and hotel guest populations that exist today present quite different post event challenges. People will be out on the streets immediately: dogs have to be walked, people may be living without power and want to get out of their hot apartments, and residents may be out seeking to replenish food stocks or other supplies. Having a network of residential/hotel property manager contacts and the use of social media will be critical in getting information out to this population.

- 1) Confer with HPD command regarding street closures where falling glass, downed power lines, high water, unstable structures or other hazards are a concern.
- 2) Contact building owners of the damaged buildings to inform them of the situation and remind them of HPD access protocols for their staff and contractors.
- 3) Call up the District standby emergency contractor(s) to assess resources needed to begin cleanup.
- 4) Coordinate with Houston Public Works for clearing of glass and heavy debris from sidewalks and streets.
- 5) Coordinate with City of Houston to activate public shelters in downtown.
- 6) Reach out to residential buildings to understand the level of population remaining in downtown and communicate shelter information if necessary.

- 7) Prepare a preliminary master damage assessment report based on personal observation and information gathered from property owners.
- 8) Push through any partner agency restrictions through all communication channels including social media.
- 9) Continue daily conference calls with the leadership team.

As conditions improve:

- 10) Assess the ability to ramp up BBB contract staff to support the cleanup effort.
- 11) Call up additional District contractors as necessary.
- 12) Continue to update the master damage assessment report as new information is gathered.
- 13) Assess HDMD assets for damage.
- 14) Survey businesses to understand plans for re-opening.
- 15) Communications team will draft updates regarding downtown conditions to our stakeholders.

As downtown prepares to re-open:

- 16) Resume trash removal service.
- 17) Schedule repairs of HDMD assets.
- 18) Resume regular contract staffing levels and schedules.
- 19) Re-activate HDMD amenities including Main Street Square, Market Square Park and Trebly Park.
- 20) Resume non-emergency status on the Downtown Emergency Information website.
- 21) Winter Storm related: Assess damage, cut back on plants.
- 22) Replace dead flowers and plants.

Localized major damage

Defined as less than 15 blocks of downtown but the buildings affected will be closed for an extended period of time.

- 1) Confer with HPD command regarding street closures and post closures on District website.
- 2) Contact building owners of the damaged buildings to gain further details on their conditions and plans for re-opening.
- 3) Prepare a master damage assessment report based on personal observation and information gathered from property owners.
- 4) Ramp up BBB contract staff to support the cleanup effort.
- 5) Deploy the District standby emergency contractor as necessary.
- 6) Assess HDMD assets for damage and schedule repairs.
- 7) Communications team will draft updates regarding downtown conditions to our stakeholders.
- 8) Update the master damage assessment report as new information is gathered.
- 9) Resume regular services as soon as possible.
- 10) Resume non-emergency status on the Downtown Emergency Information website.

Minor damage or no damage

- 1) Prepare master damage assessment report.
- 2) Communications team will draft a recap update regarding what happened during the event to our stakeholders if appropriate.

Note: The Emergency Operations Center team is responsible for gathering information from our partners and stakeholders. Functions performed by the Emergency Operations Center would include passing on alerts that have been drafted by other agencies and exchanging communications with those in downtown

who have experienced damage in preparing the master damage assessment report. However, drafting outgoing communications that are original in content should be done by the Director of Engagement and her team. All media communications come from the President.

Role of Property Management Personnel

Prepare – Mitigate – Report

The District strongly encourages each property manager to have a written emergency response plan for their building that can be readily accessed in the event of an emergency. In the case of an approaching Named Storm, the ERP should include steps to prepare their building and property to weather the storm. In the case other types of active emergency events, the property management ERP should include procedures in place to protect people, mitigate property damage, and assess ongoing building operations.

Plans should be developed before an emergency takes place and should include formal emergency response training for key personnel, drills/exercises to rehearse emergency situations, and advance procurement of needed supplies. The District recommends National Incident Management System (NIMS) training which is offered by FEMA through the Emergency Management Institute (EMI). The EMI offers self-paced courses designed for people who have emergency response responsibilities. These courses are offered free-of-charge to those who qualify for enrollment. In addition, there are many companies that specialize in assisting organizations with emergency response preparedness plans.

Property manager ERP's should address the following types of emergency situations:

Voluntary Release

Defined as a situation which does not require immediate evacuation but sending employees home early may be prudent due to an impending event which could shut down public transportation and freeway access.

- 1) Management of each employer will typically make the decision regarding early release of workers based on information provided by the City of Houston, Harris County, METRO Transit Authority, and the actions of major employers.
- 2) Property managers should be engaging in dialogue with their tenants to get a sense of which employers are electing to release employees early. Any alerts provided by the District's Emergency Operations team should be passed on to their tenant lists.
- 3) Based on information gathered, each property will make decisions about closing their buildings.
- 4) Property managers should communicate their decisions to the District Emergency Operations team so that we have accurate information on which properties are closed in downtown.

Shelter in Place

Defined as an emergency action which requires people remaining indoors, restricting ventilation, and sealing outdoor access.

- 1) Any call for shelter in place will be made by City officials and communicated broadly through the official Emergency Alert System (EAS) or directly to the affected buildings.
- 2) Property managers should strictly follow all instructions given by local authorities.
- 3) Each building should have an internal shelter in place plan which includes: turning off all ventilation systems, securing elevators, securing outer doors, and the ability to make announcements to tenants such as stay away from windows, gather near stairwells, or other important safety instructions.
- 4) Keep tenants in interior areas of the building until local authorities give the all-clear or provide further instructions.

Evacuation

Defined as an emergency situation for which City officials require planned or immediate evacuation of all or a portion of downtown.

- 1) Any call for this type of evacuation will be made by City officials and communicated broadly through the official Emergency Alert System (EAS) or directly to the affected buildings.
- 2) Property managers should strictly follow all instructions given by local authorities.
- 3) In the case of an emergency evacuation, elevators may not be operable, property managers should have a plan in place for those with disabilities to be able to evacuate the building.
- 4) Personnel affected should be prepared to leave immediately and not to return to the building until local authorities communicate it's safe to do so.
- 5) Personnel affected should follow instructions from law enforcement as to designated evacuation routes, safe assembly areas, and public shelters.
- 6) If property emergency teams are allowed to remain on-site, property managers should communicate their plans to law enforcement and the District Emergency Operations team so that we have accurate information on which properties have emergency personnel on-site.

Active Event On-Site

Defined as an emergency situation in your building or surrounding area.

- 1) Call 911 for assistance.
- 2) Alert tenants.
- 3) Evacuate the building if necessary.

Note: Property management should contact the Downtown District's Public Safety Manager, James Kennedy, at james.kennedy@downtownhouston.org to receive emergency alerts.

Post Event

- 1) Assess property damage when safe to do so.
- 2) Take steps to mitigate further damage and secure property from unauthorized access.
- 3) Review HPD protocols for building management and contractor access to property in restricted areas.
- 4) Report preliminary damage assessment to the District Emergency Operations team as soon as practicable either through the use of the Damage Assessment Report Form or through direct email. Follow up with further information as it becomes available so that the District can track property damage and anticipated recovery dates with the most accurate information.

Note: The HDMD Damage Assessment Report Form can be found on page 21.

Role of Houston Police Department Respond – Secure – Protect

The Houston Police and Fire Departments, as well as other law enforcement agencies are the first responders to any emergency. Their priority is to save lives and prevent injuries. During an emergency situation it is possible that parts of downtown may need to be closed off in the interest of public safety.

The Houston Police Department (HPD) is responsible for access control in emergency situations. If HPD makes the determination to restrict access to areas in downtown the following protocols apply:

- 1) HPD will establish a perimeter around the restricted area to be closed for public safety.
- 2) HPD will be fully responsible for the ingress and egress of all traffic in and out of the restricted area through checkpoints that they will establish.
- 3) HPD will have sole control over who can access the restricted area unless that control is shared with other law enforcement agencies. Request for entry into the restricted area will be handled on a case-by-case basis. Generally, the following guidelines will apply:
 - Residents must present a drivers license or other photo ID with their property address.
 - Property managers and their contractors must present a photo ID and business card or building access ID.
 - If practical, a log will be kept of those entering and leaving which includes: identification information, vehicle description, property destination, reason for entry, anticipated length of stay.
- 4) Media will be directed to a designated area by HPD personnel. HPD Public Affairs Division will release emergency information as directed by the HPD Chief of Police.
- 5) The Downtown Division Commander or designee will act as the strategic advisor to the Incident Commander (IC). The IC is responsible for the tactical decisions necessary to best resolve the emergency. The Downtown Division Commander or designee is in the best position to understand when a tactical decision may have an unfavorable long-term impact on the area and will provide the IC with advice concerning the availability of community leaders or other resources that may be of service in responding to the emergency.

In the event of an evacuation, HPD will provide the following:

- 1) Designation of the evacuation routes.
- 2) Assistance in evacuation by providing perimeter control and traffic control along the evacuation routes.
- 3) Provide normal law enforcement services and internal security for designated evacuation sites unless normal services must be curtailed or modified based on the nature of the event.
- 4) Provide security at designated public shelters unless or until that task is given to another agency.
- 5) Assist in warning the public of the necessity to evacuate by any means practical such as public address systems of patrol cars.

Note: City officials may institute a curfew during an emergency event due to hazards posed by street flooding, power outages, and damaged properties. HPD and other law enforcement will provide security during these curfew periods to the extent possible based on the nature of the event or matter.

Role of Houston TranStar Alert – Convene – Coordinate

Houston TranStar (TranStar) is a formal partnership among the principal transportation and emergency management agencies in Harris County, including the following collaborators:

Texas Department of Transportation (TxDOT)

- Freeway Operations
- Intelligent Transportation Systems (ITS) Design and Special Projects
- Media Contractors
- SH 288 Tolling Support Operations
- Transportation Management Systems

Metropolitan Transit Authority of Harris County (METRO)

- Bus System
- Light Rail System
- Police
- Office of Emergency Management

Harris County

- Traffic & Transportation Group
- Sheriff's Office
- Office of Homeland Security & Emergency Management

The City of Houston

- ITS & Safety
- ITS Plan Review
- Mobility and Traffic

Established in 1993, Houston TranStar houses multi-agency operations and management of the region's transportation system, and has evolved into a primary resource from which multiple state, county and local agencies respond to incidents and emergencies in Harris County and beyond.

When emergency conditions arise such as hurricanes, floods, industrial explosions or terrorist attacks, the Emergency Operations Center (EOC) at Houston TranStar is activated. Representatives from all four collaborating agencies—as well as such diverse entities as the U.S. Army, Salvation Army, Harris County Toll Road Authority, Amateur Radio Operator volunteers, the American Red Cross, and area local governments—come together to coordinate a quick, effective response. The Automated Flood Warning System, Doppler Radar Imagery, Satellite Weather Maps, Road Flood Warning Systems and the Regional Incident Management System (RIMS) comprise some of the tools used to address the emergency.

Using its extensive highway camera system, TranStar can provide real-time visual data gathering to complement other data provided by flood control, the National Weather Service, and 911 emergency calls to assist in giving city officials accurate information to use in their decision-making process. Regular briefings are given by the Mayor and others at this location and are broadcast to the general public through the media.

The Houston TranStar website can be located at:

<http://www.houstontranstar.org/>

Role of City of Houston Office of Emergency Management (OEM) Respond – Shelter – Recover

The Mayor of the City of Houston leads the effort to respond to the needs of city residents by coordinating first responders, activating shelters, and facilitating the transportation and services needed to care for those who have been displaced. The Mayor has a number of resources at his disposal including the Houston Police Department, Houston Fire Department, Houston Public Works, Department of Solid Waste Management, Health Department, Housing Department, and the Office of Emergency Management to respond quickly in an emergency event. State resources can be requested by the Mayor including the Texas National Guard and other law enforcement agencies. Federal resources can be requested by the Mayor including FEMA assistance and federal law enforcement agency support.

The City of Houston is the primary governmental agency responsible for the clean-up after an event. City water and sewer treatment facilities must be examined for safety and repaired when necessary. Non-functioning traffic signals and streetlights must be identified and equipment ordered. Debris removal must be initiated and a plan for where to dispose of the waste put into place. City permitting rules may be relaxed for a period of time after an emergency event. Planning issues include policy changes and public facility improvements to prevent future disasters.

The Office of Emergency Management serves Houston residents and city departments by coordinating Houston's mitigation, preparedness, response, and recovery activities. OEM accomplishes this thorough integrated planning, community outreach, emergency response coordination, and recovery activities.

The City of Houston's Office of Emergency Management website can be located at:

<https://www.houstonemergency.org/>

The Houston Permitting Center website will be updated with any changes in office hours or permitting requirements located at:

<https://www.houstonpermittingcenter.org/>

Role of Harris County Office of Homeland Security & Emergency Management (HCOHSEM) Plan – Coordinate – Implement

The Harris County Judge by Texas law is the Director of the Harris County Office of Homeland Security & Emergency Management (HCOHSEM) which has regional responsibility for the greater Harris County area.

HCOHSEM is responsible for the planning, coordination, and implementation of all emergency management and homeland security–related activities for Harris County. It works before, during, and after emergencies to minimize impacts to its communities. During large-scale emergencies, HCOHSEM works with federal, state, local, public and private sector partners to facilitate quick and effective recovery efforts. HCOHSEM also works year-round to promote disaster preparedness and resilience through regional emergency planning, training, and community outreach efforts.

HCOHSEM works in unison with the Harris County Flood Control District (HCFCD) to keep the region informed during severe weather events. Data and information provided by HCFCD’s meteorologist, and the Flood Warning System (FWS) helps emergency management officials make critical decisions that can reduce the loss of life, injuries and property damage. The FWS is also used by the National Weather Service (NWS) to assist in the issuing of flood watches and warnings. Residents can also monitor local rainfall amounts and bayou/stream levels during storms.

HCOHSEM’s Public Information Officer and communications team were at the forefront of bringing together emergency managers, academia, and partners from both the private and public sectors to improve the nation’s system for Wireless Emergency Alerts (WEA). Through the Communications Security, Reliability & Interoperability Council (CSRIC) of the Federal Communications Commission, a work group co-lead by HCOHSEM’s Public Information Officer drafted recommendations to vastly improve how residents will receive emergency alerts to their mobile devices. WEA were mandated by Congress in 2008 and introduced in 2012. They allow public safety officials to provide alerts to geographically targeted populations. WEA alerts are brief, only 90 characters, but hold out the promise of providing emergency information with minimal impact to people who are in no danger. To sign up for Ready Harris Alerts see page 15.

Working in partnership with the Mayor of the City of Houston, the Harris County Judge leads the effort to respond to the needs of the Harris County region by coordinating first responders, activating shelters, and facilitating the transportation and services needed to care for those who have been displaced. The Logistics Section works with various departments, jurisdictions, and vendors to manage the flow of goods and services during emergency operations in Harris County. Logistics also updates and maintains the EOC’s communications systems in order to efficiently respond to and mitigate emergency situations.

The Harris County Office of Homeland Security & Emergency Management website can be located at:

<https://www.readyharris.org/>

Wireless Emergency Alerts

Emergencies don't care where you are—they can happen when you're at work, school, home, or on vacation. The Wireless Emergency Alerts (WEA) system was developed to inform the public in a specific area of emergency situations that require them to take action quickly to avoid injury.

The City of Houston has access to WEA for very serious, life-threatening emergencies. Additionally, you may also receive notifications from Federal State Agencies, and neighboring local agencies.

The National Weather Service issues WEA messages for the following situations:

- Tsunami Warning
- Tornado Warning
- Extreme Wind Warning
- Flash Flood Warning
- Hurricane Warning
- Typhoon Warning
- Blizzard Warning
- Ice Storm Warning
- Dust Storm Warning
- Child Abduction Emergencies (AMBER Alerts)*

** AMBER Alerts are issued by NWS on behalf of the Texas Department of Public Safety (DPS) or the Houston Regional AMBER Alert Program*

The City of Houston may issue a WEA warning for:

- Terrorist Activity
- Citywide Weather Emergencies
- Evacuation Orders
- Shelter-in-Place Emergencies
- Other emergencies which require action to protect life

Your phone is likely already opted-in to receive WEA messages. If you've opted out, please make sure you opt back in. These messages could save your life.



AlertHouston

AlertHouston is the City's Notification System

- Messages are issued for citywide and neighborhood level emergencies.
- They are sent through email and social media (Facebook, X and Nextdoor)
- You must opt-in to receive these alerts.
- These alerts are issued by City of Houston OEM.

<https://www.houstonemergency.org/alerts/>

Harris County Alerts

Harris County Alerts is a public service of HCOHSEM. During a major event or emergency, important updates will be sent via Harris County Alerts. You must sign up to receive these alerts.

Throughout the year we will also provide seasonal preparedness tips and information to keep you informed. Harris County Alerts may send out notifications via email or text (SMS).

While Harris County Alerts is a free service to the public, messaging and data rates may be charged by your wireless provider.

<https://www.readyharris.org/>

Downtown Houston+ Website

For more information regarding Emergency Status or to find the Downtown Houston Emergency Response Plan, please visit our website:

<https://downtownhouston.org/about/resources>



Hurricane Preparedness Workshop
Hurricane Season June 1st to November 30th

The District will host a meeting annually with downtown property managers to review the current Downtown District Emergency Response Plan as well as that of our partners: City of Houston Office of Emergency Management, Houston Police Department, METRO Transit Authority, and Houston Public Works. The focus of the meeting will be to review hurricane preparedness plans and review with the downtown property managers the respective roles of each group.

Materials provided from the workshop will be posted on the Downtown District Emergency Information website.

The 2025 Hurricane Preparedness Workshop will be held:

Date: Wednesday, May 7th, 2025

Time: 10 am – 11 am

Location: 1221 McKinney Street, Exchange Conference Center

Please RSVP to: james.kennedy@downtownhouston.org

Frequently Used Contact Information

Houston Downtown Management District (HDMD)

<https://downtownhouston.org/about/resources>

Operations Center Address –1313 Main Street

(713) 223-2003 - Office

(713) 787-3971 - (24 Hour Emergency Line)

(713) 223-1003 - Fax

Brett DeBord, Dir. of Operations

brett.debord@downtownhouston.org

(713) 412-4123 - Cell

James Kennedy, Public Safety Manager

james.kennedy@downtownhouston.org

(281) 995-4447 - Cell

Metropolitan Transit Authority

713-739-4000

www.ridemetro.org

METRO Police

713-224-COPS - Dispatch

#MPD - via cell phone

713-615-6400 - Police Admin

www.ridemetro.org/safetysecurity

METRO OEM

Richard Herrera – EMC

METRO Office | 713-615-7558

Cell | 281.352.1522

Richard.herrera@ridemetro.org

Houston Public Works

Fabio Capillo

Deputy Director

City of Houston | Houston Public Works

Office: 832.395.6685 Fabio.Capillo@houston.tx.gov

Office of Emergency Management

Brian Mason

Director, City of Houston Office of Emergency Management

Executive Director, Houston TranStar

Brian.Mason@houston.tx.gov

Byron Oujesky

Assistant Director

City of Houston Office of Emergency Management

Office: 832.259.3826

Byron.Oujesky@houston.tx.gov

Melanie Bartis

Assistant Director

City of Houston Office of Emergency Management

Cell: 281.906.3880

Melanie.bartis@houstontx.gov**Vlad Ibarra, CEM**

Division Manager

Phone 713.884.4563 | Mobile 832.370.1490

Vlad.ibarra@houstontx.gov

5320 North Shepherd Drive

Houston, Texas 77091

houstonoem.orghoustonrecovers.org**AlertHouston**<https://www.houstonemergency.org/alerts/>

(713) 884-4500 – OEM Main

Office of Public Safety and Homeland Security

832-393-0875 - Office

www.houstontx.gov/publicsafety**Houston Police Department**www.houstonpolice.org

713-884-3131 (non-emergency)

Houston Fire Departmentwww.houstontx.gov/fire

832-394-6766 (Emergency Operations)

Houston TranStarwww.houstontranstar.org/**State of Texas****Texas Division of Emergency Management**<http://www.dps.texas.gov/dem/>

512-424-2138

DPS Statewide Motorist Assistance

800-525-5555

Statewide Road Conditions

800-452-9292

CenterPoint Energy

713-659-2111

800-752-8036 (24-hr. emergency reporting)

Other Agencies

iWatch.gov

(Regional Terrorism Prevention)

<http://www.readyhouston.tx.gov/iwatchhouston/index.html>

1-855-I-WATCH4 (492-8244)

Texas Department of Transportation

<http://www.txdot.gov/>

National Weather Service-Houston/Galveston

<http://www.weather.gov/hgx/>

281-337-5074

National Hurricane Center

<http://www.nhc.noaa.gov/>

FBI – Joint Terrorism Task Force

<https://www.fbi.gov/contact-us/field-offices/houston>

713-693-5000

Homeland Security

<https://www.dhs.gov/>

Immigration & Customs Enforcement (ICE)

<https://www.ice.gov/>

(281) 985-0500

FEMA

1-800-621-3362

www.fema.gov

American Red Cross

1-800-733-2767

713-526-8300 (Houston)

713-526-0636 (After Hours)

www.houstonredcross.org

www.redcross.org/index.html

Harris County

Office of Homeland Security & Emergency Management

6922 Old Katy Road Houston, TX 77024

713-881-3100

<http://www.hcoem.org> www.readyharris.org

Damage Assessment Report Form

All properties in downtown will be asked to provide a damage assessment report to HDMD within 24 hours of a major event to assist in assessment. Please send report to James Kennedy via: james.kennedy@downtownhouston.org. A report should be made even if no damage is experienced.

Property Name: _____

Property Address: _____

Report Filled Out By: _____ Title: _____

Contact Telephone Number: _____

Contact Email Address: _____

Building Operating Status:

___ Open/Fully Operational

___ Open/Essential Personnel Only

___ Closed

___ Number of businesses closed in building (if multiply properties)

Utility Status:

Power Status:

___ Have Power

___ Do Not Have Power

___ Partial Power

Water Status:

___ Have Water

___ Do Not Have Water

___ Partial Water

Property Damage:

Building Façade

(Fallen Glass/Glass Damage) Yes No

Approximate# of glass panes ___

Roof Yes No

Below Grade Floors Yes No

Tunnel (if applicable) Yes No

Telephone Operational Yes No

Internet Operational Yes No

Operating System Damage:

Elevators Yes No

Escalators Yes No

HVAC Yes No

Boilers Yes No

Damage Due to:

___ Water

___ Wind

___ Other (Please Specify : _____)

What is your most pressing need?

Total estimated cost due to damages?

Estimated hours to resumption of business operations?

HDMD Operations – 1313 Main – 77002
(713)223-2003 Office
(713)223-1003 Fax
(713)787-3971 | 24 Hour Emergency Line

Brett DeBord, Director of Operations
brett.debord@downtownhouston.org

James Kennedy, Public Safety Manager
james.kennedy@downtownhouston.org

MAIN STREET PROMENADE

MAY 8, 2025



**DOWNTOWN
HOUSTON+**

Construction Mitigation Communications + Engagement Plan

For the Main Street
Promenade Construction

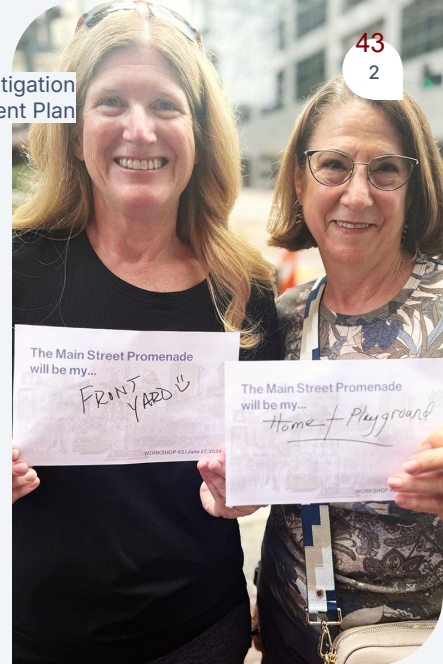
OUTSIDE
VOICES



Purpose

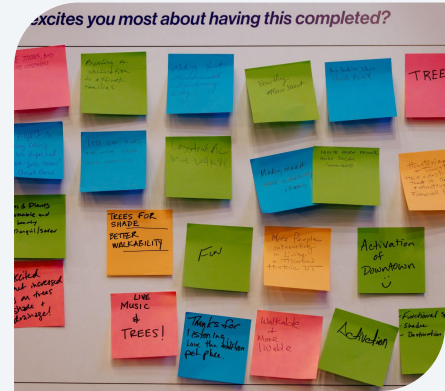
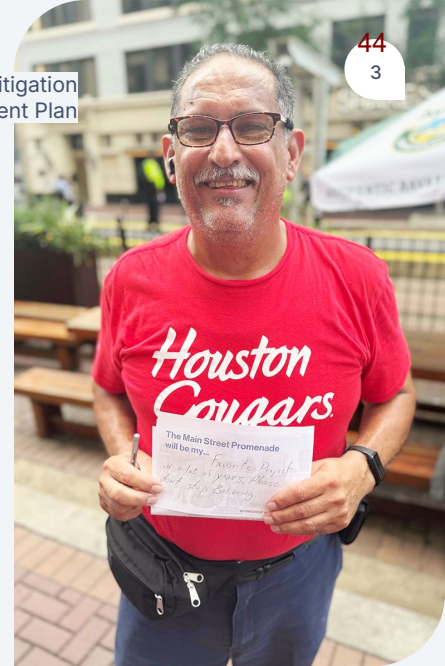
Provide a **concierge-level** of communication and support for residents, businesses, and property owners through the Main Street Promenade Construction.

Construction Mitigation
Communications + Engagement Plan



Goals

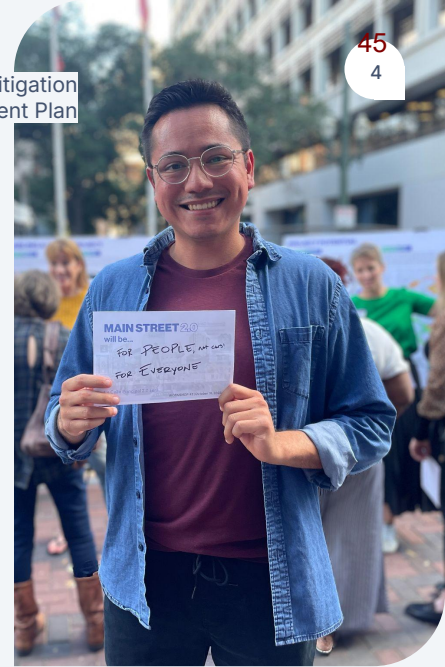
- **Clarity** of information
- **No business attrition** due to construction



Audience

Impacted stakeholders on the
100-1100 blocks of Main Street and one
block off every cross street.

*Not the broader downtown population,
visitors, etc.*



Needs Assessment

Who we met with

- Workshop #4 stakeholders
- Cassie, Jacque, David
- Brett, Dusty
- Ann, Jenna, Aaron, Justin



What we heard

- Establish an easy, straightforward connection to DH+
- Use clear and consistent messaging
- Over-communicate rather than under
- Deliver quick and targeted response times

Success =

- Impacted stakeholders know how to reach out and DH+ is responsive and supportive

Communications Guidance



Communication Intent & Guidance

What we are trying to achieve

- Clear and consistent information
- All impacted stakeholders know about construction before it happens to them
- And if they don't, they know an easy way to get the information quickly

How we're going to achieve it

- Recognizable faces
- Consistent messaging
- Multiple channels of communication



Communication Channels

We will utilize a range of communication channels for a different purposes.



Block Walks

Purpose/Intent:

Builds connection and trust with businesses, residents, and property owners by connecting in person with the team.



Storefront Office Hours

Purpose/Intent:

Showcases the project and demonstrates availability of the DH+ team, and a desire to problem solve.



Email / SMS

Purpose/Intent:

Provides a consistent and informed cadence of both project-wide and block-specific updates.



Website

Purpose/Intent:

Shares detailed information about construction and answers FAQs.



Fence Wrap

Purpose/Intent:

Showcases the project work and supports communications during construction.



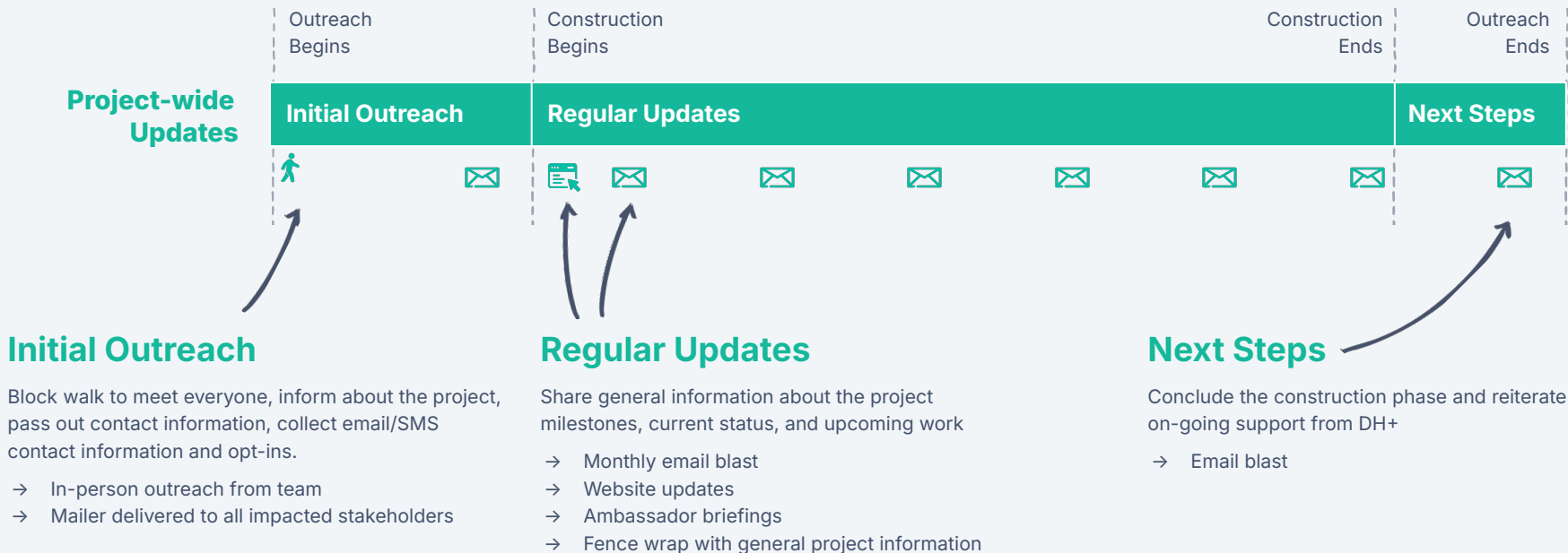
A-Frame

Purpose/Intent:

Supports businesses with “we are open” wayfinding during construction.

Communications Plan

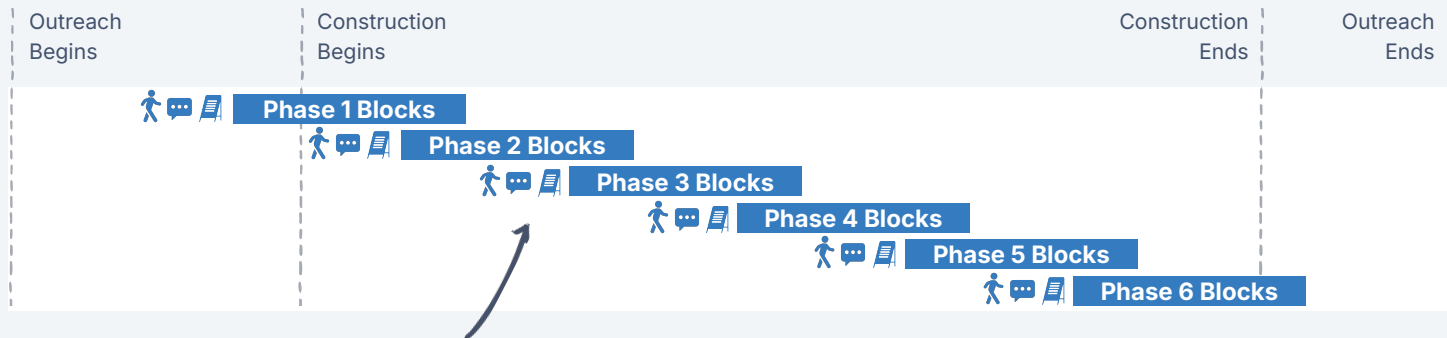
Project-Wide



Communications Plan

Block-by-Block/Targeted

Block-by-Block Targeted Updates



We will repeat the same sequence of communications for each phase:

Before Construction

Walk the blocks that are about to start construction. Share construction dates, answer questions, and ensure they know who to contact with questions

- Door-to-door block walk
- Share project handout and contact information

During Construction

Ensure that businesses/residents/property owners are aware and informed about what's going on on their block

- Targeted SMS notices for block closure dates and any urgent issues that arise
- A-frame highlighting open businesses
- Regular block walks

After Construction

Share the good news that construction is completed and check in on supports for the next phase of Main Street opening

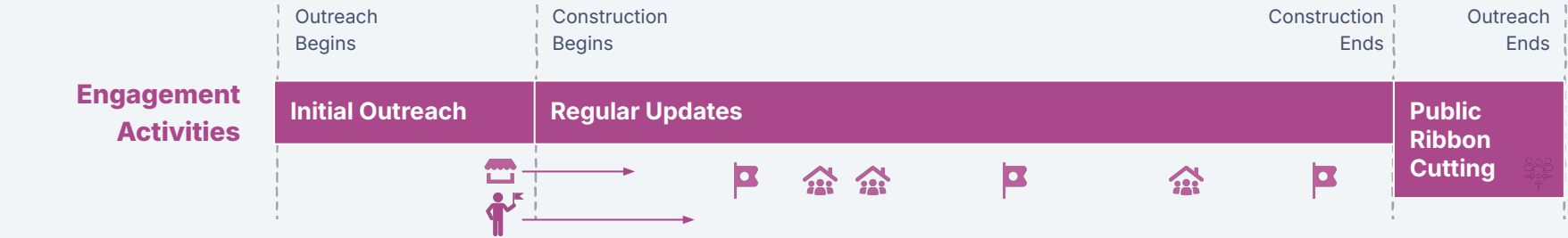
- Door-to-door block walk
- Targeted SMS notice

Engagement



Engagement Activities

Cadence for opportunities for stakeholders to engage with us



Storefront Office Hours

A Main Street Promenade storefront in a vacant location on Main Street. Showcases project information, open office hours for the project team, and drop-in time for stakeholders to talk

- Throughout length of construction
- Weekly office hours
- Hot desks for Ops/Cap Projects

Site Tours

Informational Site Tours for impacted stakeholders to showcase construction mitigation efforts and celebrate completed segments. End at a business that is currently under construction!

- Offered 2-3 times over the course of construction

Small Group Presentations

Presentations to a group of businesses or HOAs upon request, to share about the project and answer questions

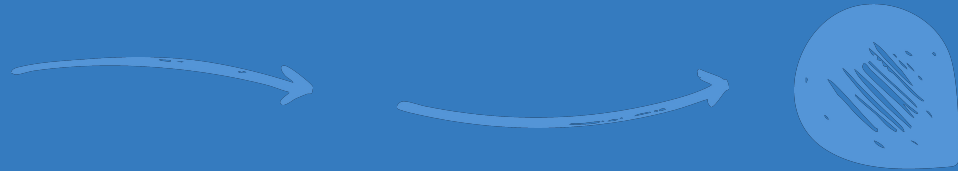
- Upon request
- Throughout the construction phase

Ambassadors

Available to direct community questions and concerns to team members.

- Throughout the construction phase

Implementation Protocols



Implementation Intent & Guidance

Streamline DH+ processes and procedures for this communication

- Delineate clear roles/responsibilities and workflow so that expectations are clear
 - Clarify processes so there is no confusion or duplication of effort
-

Preserve staff capacity

- Set reasonable and sustainable timelines for responses and communication
- Input Leah and EcoDev PM in targeted and strategic ways so that staff can integrate the MSP communication without negative impact

Staff Briefings / Check-Ins

Purpose and cadence



Evaluation Metrics



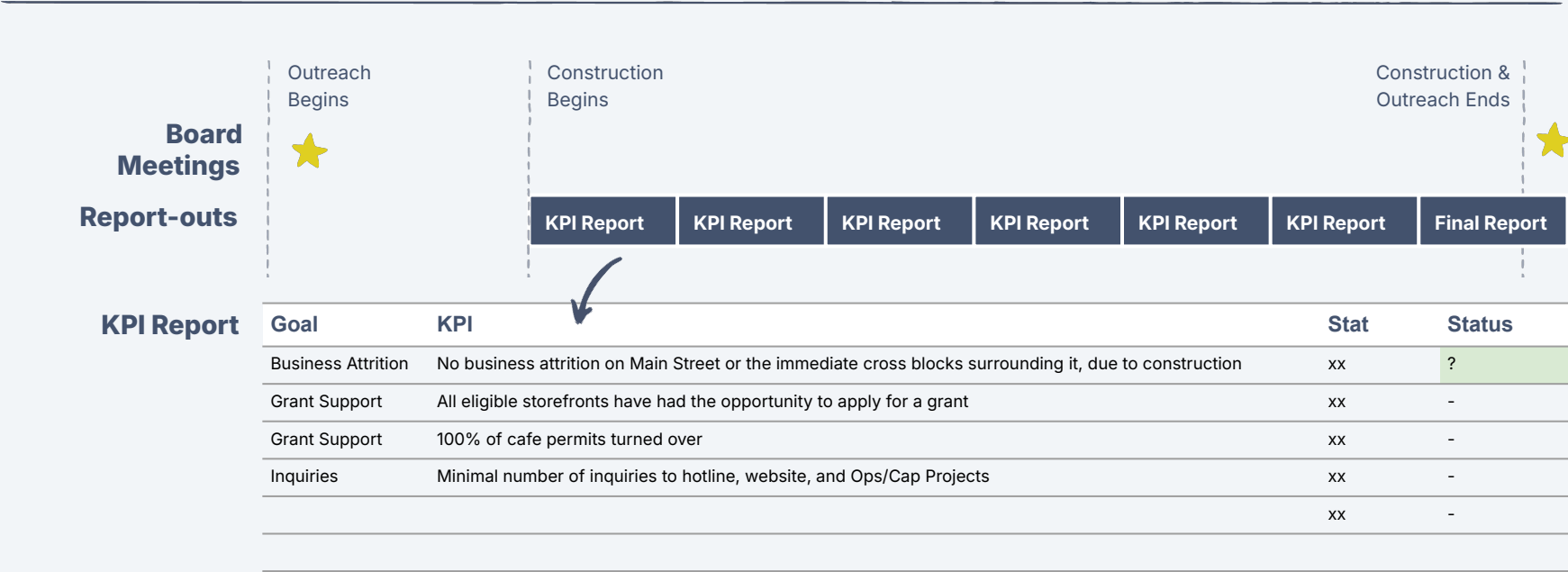
Evaluation Metrics

Success =

- **No business attrition** due to construction
- **Businesses leverage** grant and DH+ supports
- Manageable **number of inquiries**
- **Construction issues are quickly addressed** within the promised timeframe

Framework for Evaluation

KPI Reports will be delivered on a Bi-Monthly basis.



Questions?



ORDINANCE UPDATE



**DOWNTOWN
HOUSTON+**

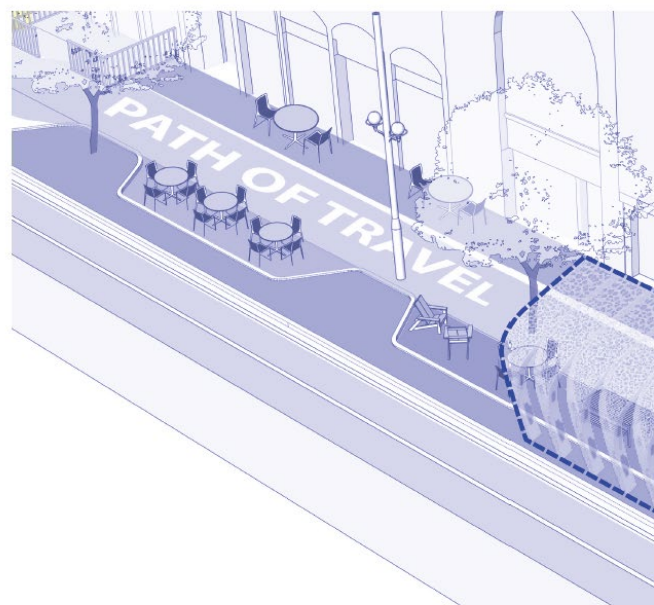
ORDINANCE #1

PERMANENT CLOSURE OF MAIN STREET

With a final design adopted, City Council will move to make permanent the closure of Main Street, amending the March 2023 action to extend More Space: Main Street indefinitely.



Image: Daniel Ortiz



Outdoor Dining Design Guidelines

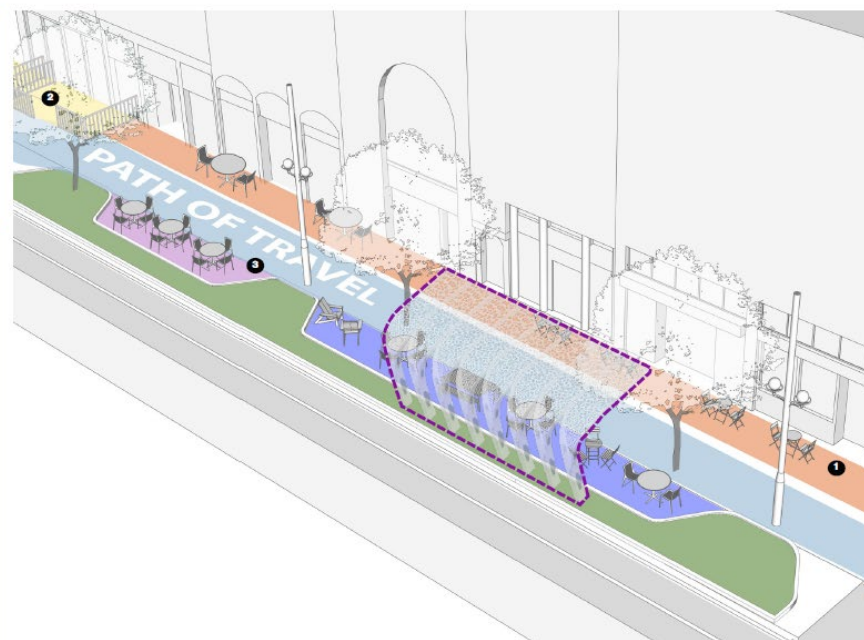
June 2025

TYPES OF OUTDOOR DINING SPACES

There are three types of outdoor dining spaces—Bistro, Cafe and Outdoor Room.

Sidewalk conditions and layouts vary throughout the Promenade, making certain types of outdoor dining more suitable for specific areas.

When selecting a dining type, consider the unique characteristics of your location—such as available space and proximity to adjacent public property—while ensuring compliance with accessibility standards and maintaining the required pedestrian path of travel.



1 Bistro Space

5' or less of ROW space adjacent to the face of building that can be used for outdoor dining in agreement with the DTH+.

2 Cafe Space

6' or more of ROW space adjacent to face of building that can be used for outdoor dining in agreement with the DTH+.

3 Outdoor Room

ROW space not adjacent to the face of a building that can be used for outdoor dining in agreement with the DTH+.

MAIN STREET FUNDING OVERVIEW

\$12M

HGAC GRANT
Funding Entity: HGAC

Receiving Entity: HDMD
Monthly Reimbursements

**NON-HGAC
ELIGIBLE COSTS**
Funding Source: DRA

Project Inspection: \$350K
Materials Testing: \$100K
METRO Flagging: \$250K

\$700K

\$1.8M

CONTINGENCY
Funding Source: DRA

Construction: \$1.2M
Owner's Misc: \$300K
Bonus: \$300K Max

CONSTRUCTION TIMELINE



**DOWNTOWN
HOUSTON+**

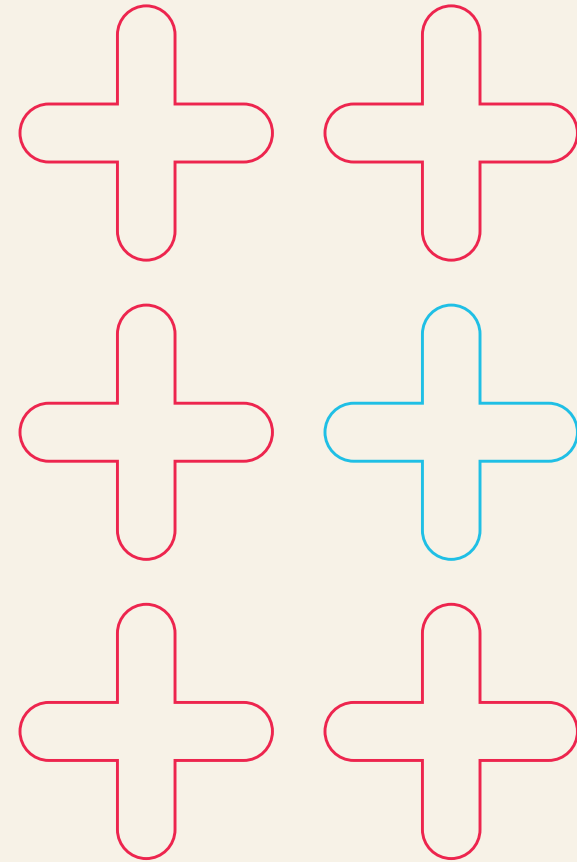
APPARENT LOW BIDDERS

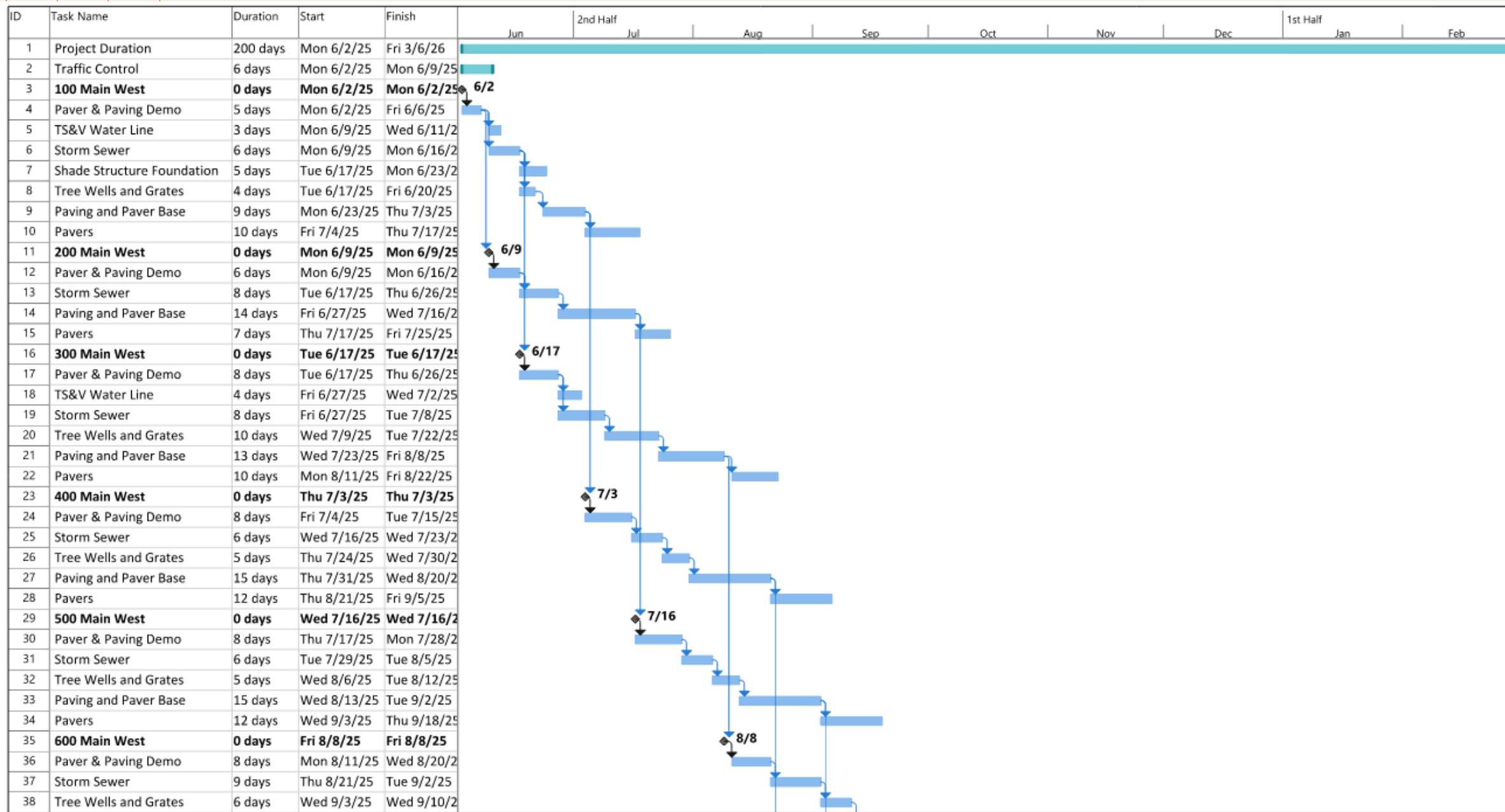
Main Street Promenade

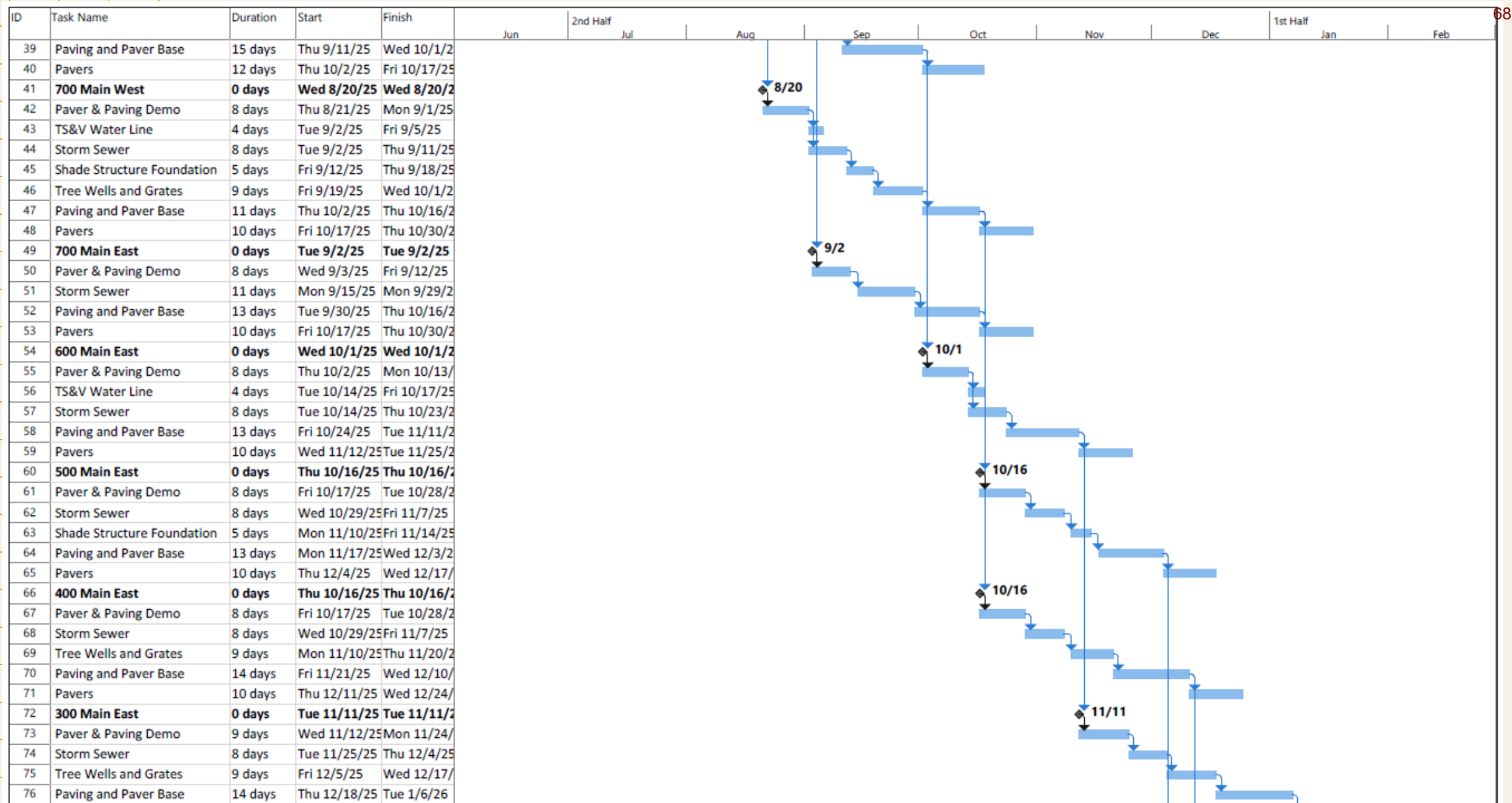
Bid Summary	
Engineers Estimate	No Estimate
Total Bids	5
AMLT \$	\$1,681,201.17
AMLT %	13.96%
Average Bid	\$14,453,104.72

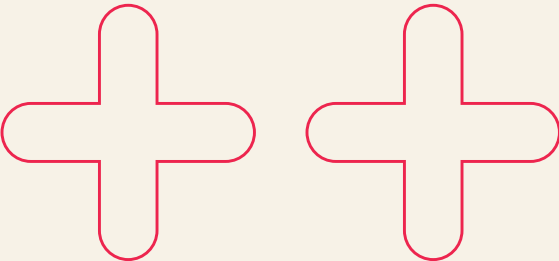
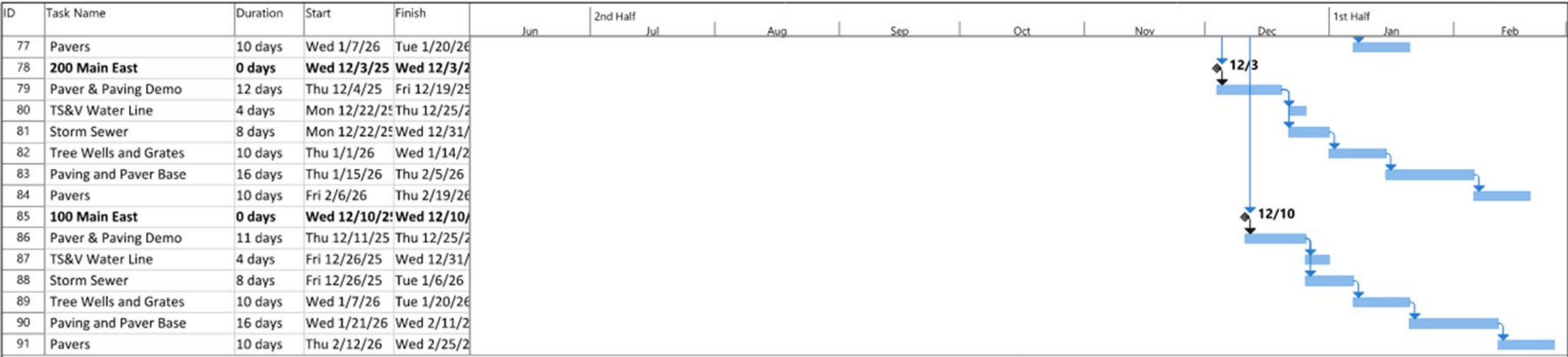
	Bidder	BASE BID
1	Jerdon Enterprise, L.P. <i>Submitted: 4/23/2025 10:29:18 AM</i>	\$12,044,044.44
2	Indi Construction <i>Submitted: 4/23/2025 10:43:43 AM</i>	\$13,725,245.61
3	Total Contracting Limited <i>Submitted: 4/23/2025 10:58:39 AM</i>	\$14,479,635.22
4	MC2 Civil, LLC <i>Submitted: 4/23/2025 10:07:55 AM</i>	\$14,981,867.00
5	SpawGlass <i>Submitted: 4/23/2025 10:18:36 AM</i>	\$17,034,731.35

Bids opened at: 4/23/2025 11:03:44 AM









ACTION ITEM	Authorize President & CEO to execute the necessary agreements for construction services by Jerdon Enterprise, L.P. for the Main Street Promenade Project.
SERVICE PLAN	2021-2025
Account Code	-
Budget & Year	-
REQUEST	This request seeks Board approval to authorize the District's President & CEO to sign the necessary agreements that will allow the District to enter into an agreement with Jerdon Enterprise, L.P. to provide construction services related to the Main Street Promenade Project.
DESCRIPTION	This action allows for the construction and implementation of the Main Street Promenade Project utilizing the \$12,000,000 of FTA grant dollars received through the Houston-Galveston Area Council (HGAC).
DISCUSSION	In September 2024, the District was awarded a \$23.49M grant through HGAC. \$12M of these HGAC grant dollars are allocated for the Main Street Promenade Project. The District initiated advertisements to submit proposals for construction services of the Main Street Promenade Project on March 13, 2025. A mandatory online pre-bid conference was held on March 25, 2025, which was attended by consultants, material suppliers, subcontractors, and over a dozen prime contractors. Five valid bids were received on April 23, 2025, and evaluated by staff and consultants. Construction can begin only after the District receives a Letter of No Prejudice from the FTA signifying that the allocated HGAC dollars may be applied to the construction of the Main Street Promenade. With a project duration of 335 calendar days, construction is tentatively scheduled to commence on June 2, 2025, with substantial completion set for May 2, 2026.
DBE Participation	The race neutral DBE goal for this project is 8% as established by the FTA. Jerdon's proposal, utilizing DBE subcontractors, exceeds the project goal.



DOWNTOWN HOUSTON+

STRATEGIC ALIGNMENT PLAN UPDATES

May 2025

GOAL 1

Champion major projects, initiatives and investments that improve Downtown.

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

Highlight: On April 8 & 9, DTH+ leadership was in Washington, DC to meet with members of the U.S. Congress on two key topics: a proposed office conversion tax credit bill (H.B. 2410) plus efforts to establish an intelligence operation to combat organized retail crime (H.B. 2853). If including the federal budget, the office conversion tax credit could create a tool comparable to historic tax credits plus some federal budget allocation to fund the new program. In D.C., meetings were held with the offices of Senators Cornyn and Cruz, plus Representative Green.

Participating Agencies:



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

Highlight: DTH+ executive leadership met with Texas Transportation Commissioner, Steven Alvis, Houston District Engineer Glenn Allbritton, and TxDOT Houston's regional leadership to discuss the structural capacity of the EaDo Cap, as studied by engineers on the project, and to review potential designs addressing pedestrian access to the Park Cap should the surface of the Cap need to rise above the surrounding roadway to accommodate the soil for Park vegetation. Early discussion and decisions on the structural and basic design elements for the thirty-acre EaDo Cap Park will better position the City, DH+, and HFC to embrace and implement a range of community options for the Park to better serve Houston's Downtown when construction is complete.

Participating Agency:



GOAL 2

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

2.3 Partner with local agencies to provide an exceptional network of parks and greenspaces in Downtown.

Highlight: Over the first few months of 2025, DTH+ leadership has met with multiple leaders of Downtown-based and citywide parks leadership organizations. The initial meetings have focused on securing the conceptual support of leaders to help form a foundation of trust, transparency and collaboration. Among the first organizations engaged in the process of ideating on a purpose and focus for the parks collaborative include leadership from Discovery Green, the City of Houston, the Houston Parks Board, Buffalo Bayou Partnership, and the Kinder Foundation.

Participating Agency:

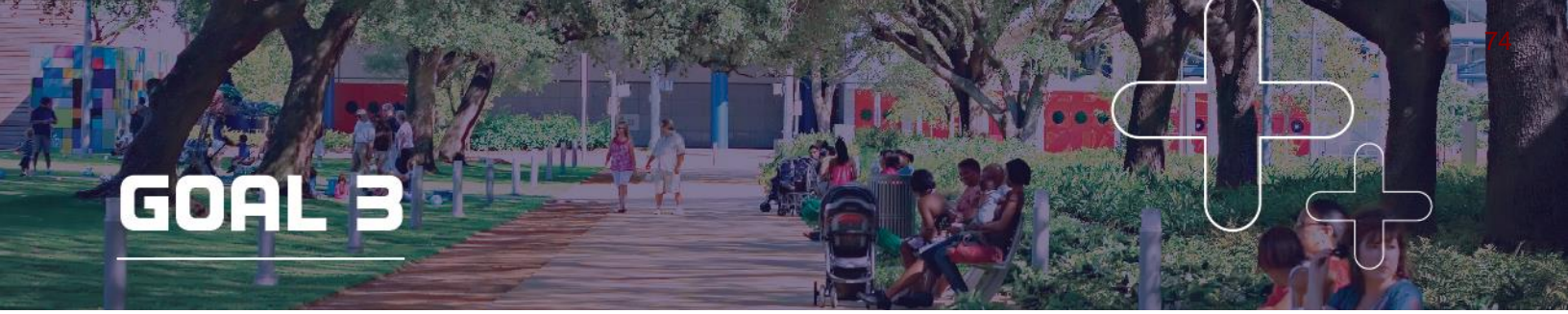


2.10 Broadly address the needs of people experiencing homelessness and the associated impacts.

Highlight: Homeless Strategy leadership estimates \$70M is needed annually to reach a sustainable, 'functional zero' equilibrium state for the level of street homelessness within Harris County. DTH+ leadership believes it may be possible to secure and use expanded Tax Increment Reinvestment Zone (TIRZ) increment participation by Harris County as a key source in funding implementation of the Homeless Strategy and as a safety valve for relieving the revenue cap pressures on the budgets of both the City and the County. There is a double incentive in increased TIRZ participation by the City and the County: to generate funding to address homelessness and retain funds that might otherwise not be collected due to revenue cap limitations. Given his deep expertise on the legal and practical considerations with TIRZs, DTH+ COO & General Counsel is serving as the lead in structuring a negotiating expanded participation by Harris County Commissioners.

Participating Agency:





GOAL 3

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

3.1 Plan, design, and construct public infrastructure that supports safety and equity.

Highlight: The Main Street Promenade Project will soon roll into the construction implementation phase. Five valid bids from prime contractors were received on April 23, 2025, with Jerdon Enterprise, L.P. having the lowest responsible base bid. An authorization request for contract execution with Jerdon for construction services on the Main Street Promenade Project will be presented to the District Board on May 8, 2025. With a project duration of 335 calendar days, construction is tentatively scheduled to commence on June 2, 2025, with substantial completion set for May 2, 2026.

Participating Agencies:



3.3 Partner with Houston First in advancing strategies that connect visitors to Downtown places and experiences.

Highlight: The Downtown Houston+ team presented the comprehensive Public Realm Action Plan (PRAP) to the Houston First leadership team. This session provided a detailed overview of the entire plan, including the specific projects slated for 2025 and the underlying process that informed its development. More importantly, it served as a platform to explore exciting new possibilities for collaboration and stronger ties, with initial discussions touching upon potential enhancements around key areas like Lynn Wyatt Square and improving the pedestrian connection to the George R. Brown Convention Center. This presentation was built upon a previously distributed memo that clearly articulated how the PRAP directly supports Houston First's mission and strategically aligns with their goals for the GRB expansion and the broader visitor experience in Downtown.

Participating Agency:



GOAL 4

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

4.8 Develop tools and supporting materials to attract, retain and grow office tenants among key industries that diversify the composition of Downtown employers.

Highlight: To bolster efforts in attracting and retaining office and storefront tenants, the Downtown Houston team hosted the second set of events for brokers and developed a new brokerage pitchbook. The pitchbook serves as a "Why Downtown?" piece specifically tailored for the brokerage community and complements a recently refreshed "Do Business" webpage and suite of resources designed to support office, hospitality, retail, and other key partners. The pitchbook has been made available to brokers as a white label document for their respective firms.

To effectively debut this new tool and provide crucial market updates, the team organized and hosted both an office broker lunch and a retail broker happy hour. These events provided valuable opportunities to share progress on major Downtown initiatives, including the collaborative homeless initiative with the city, enhancements to Main Street, and improvements to pedestrian corridors.

Participating Agencies:



4.12 Develop focused marketing materials and incentive programs intended to support storefront recruitment efforts.

Highlight: The Downtown Redevelopment Authority authorized the Façade Grant program at the April DRA board meeting. This revitalized program builds upon the successes and lessons learned from previous iterations and now offers specific financial support, with grants up to \$250,000. As such, the program requires a matching fund ratio of 1:2, meaning applicants must match grant funds at a minimum ratio of one dollar invested by applicant for every two dollars provided through the grant program. The program provides reimbursement to private property owners who complete facade improvements, exterior repairs, and, where applicable, aid in historic preservation.

Notably, the eligibility criteria have been expanded beyond just historic properties, with a clear prioritization of projects that can demonstrate a direct positive impact on economic development through the restoration of their building facades. This grant program strategically follows the authorization of the Storefront Grant program by the Houston Downtown Management District board in November 2024. The development and implementation of both grant programs have been a collaborative effort led by the Thrive Collaborative Committee and the DTH+ Economic Development Team.

Participating Agency:



GOAL 5

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

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

Highlight: The HDMD Nominations Committee is working arduously across the first months of 2025, holding over a dozen meetings to manage its annual assignment. The HDMD Board has eight members with expiring terms, plus two current vacancies to fill. The committee is reviewing participation records for members with expiring terms, interviewing them to determine their interest in returning, plus prioritizing Board composition objectives. A Board service interest form was distributed to all current Board members to assist with identifying candidates for service, and many interviews were conducted by the nominating committee of prospective and nominated candidates. The Nominations Committee will present its consensus slate at the May 8 HDMD Board meeting. The slate includes six returning candidates, plus five new candidates. If approved by the HDMD Board, the final Board slate will go to the Houston City Council for ratification. New HDMD Board terms begin on June 1.

Participating Agency:



5.3 Evolve and optimize the CHI Membership model to expand audience and increase stakeholder engagement.

Highlight: CenTrio, a Central Houston member, recently held its board of directors meeting in Houston with representation from cities including Sydney, Chicago, New York, and Seattle. Downtown Houston+ was invited to present key initiatives and market trends. Board members responded with enthusiasm and said the presentation gave them a new appreciation for Houston's momentum. Several remarked that Houston is now on their radar in a much bigger way.

Based on their confidence in Downtown Houston+ advancing aligned priorities and the opportunity to raise awareness about their work, CenTrio invested in sponsorship of the 2025 Central Houston Member Breakfast Series.

Participating Agencies:



Engagements

26,571

Total

Homeless Count

164

Average

Sidewalk Cleaning

4.14

Average

Garbage Disposed (Tons)

579

Total

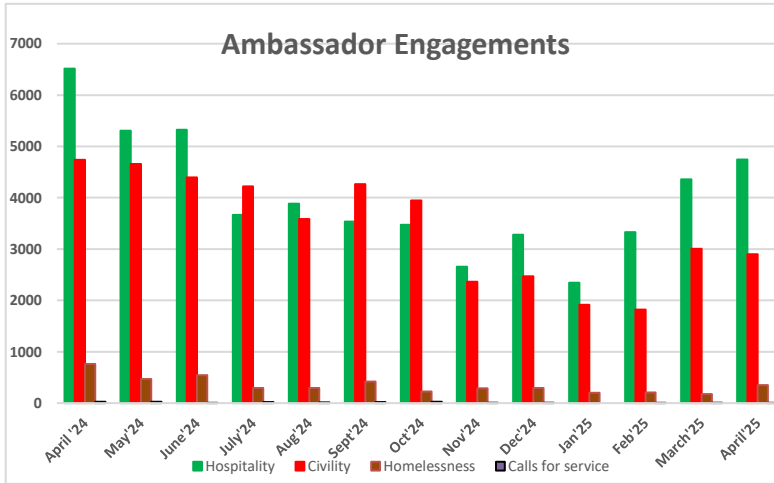
BF Clean/Graffiti/Bio

46506/2022/5586

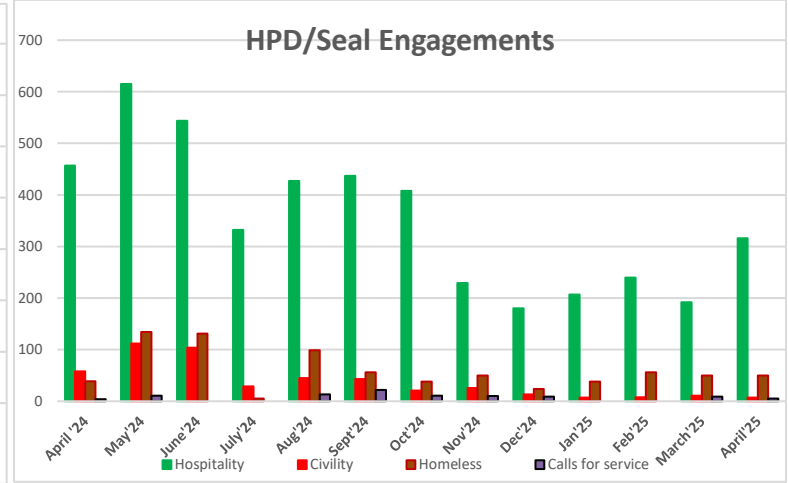
Total

Safety & Quality Control

Ambassador Engagements



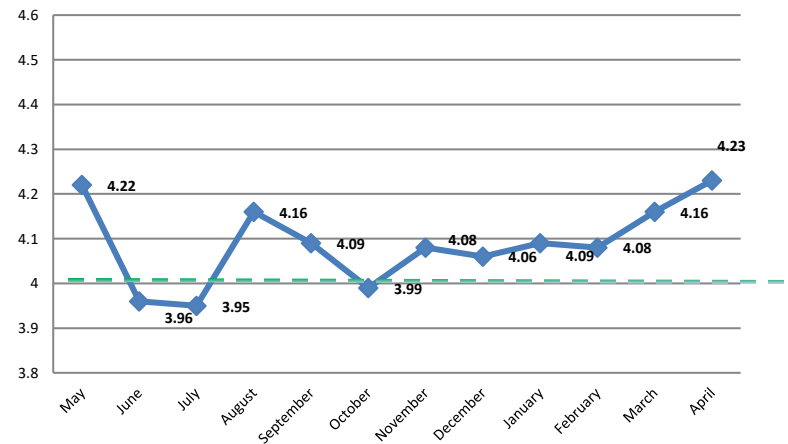
HPD/Seal Engagements



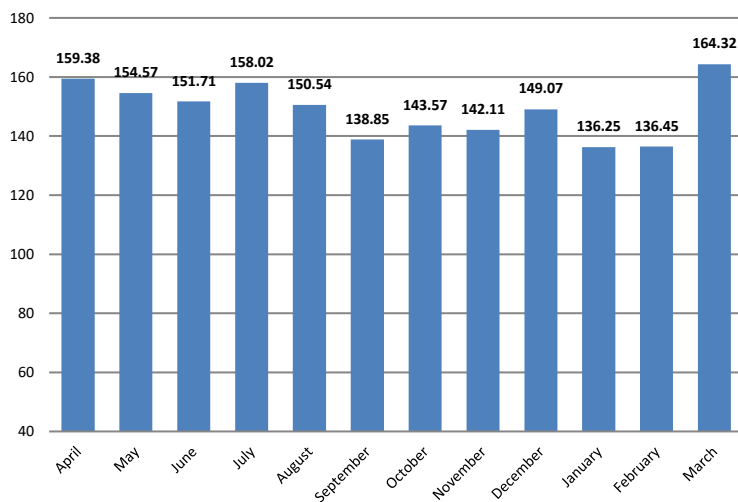
Homeless Count



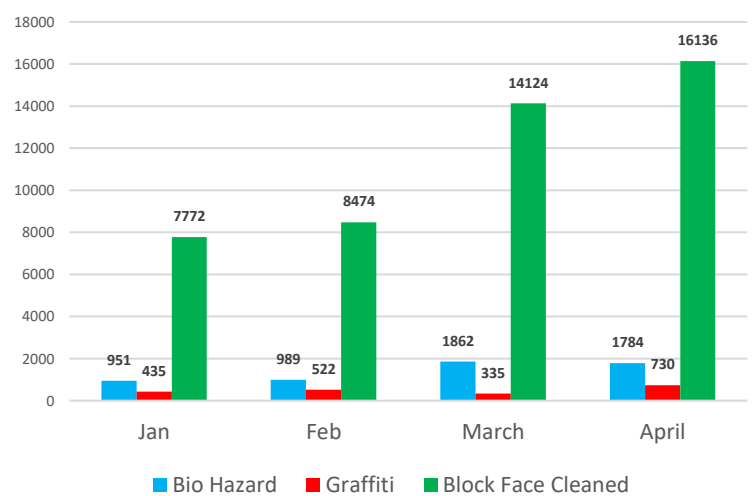
Sidewalk Cleaning



Garbage Disposed (Tons)



Tasks Completed



Engagement Metrics

April 1, 2025 - April 30, 2025

FOLLOWERS BY AGE

18-24 25-34 35-44 45-54 55-64 65+



FOLLOWERS BY GENDER

Female Male



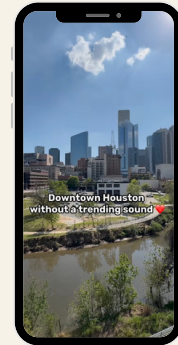
SOCIAL METRICS

	Instagram	Facebook	X
Total Reach	160,990	212,790	3.5K
Total Impressions	774,682	673,566	41,212
Total Followers	192,390 (1,261 New Followers)	147,012 (842 New Followers)	172,965 (315 New Followers)

TOP CONTENT OF THE MONTH

Downtown Houston Without A Trending Sound

Plays	123,825
Likes	2.9K
Comments	33
Shares	410
Saves	260
Total Reach	3,680



TOP 3 VIEWED PAGES

1

Calendar

15,173 Views

Unique Visitors Views/User Avg. Time
7,637 1.99 43s

2

Downtown Tunnels

12,947 Views

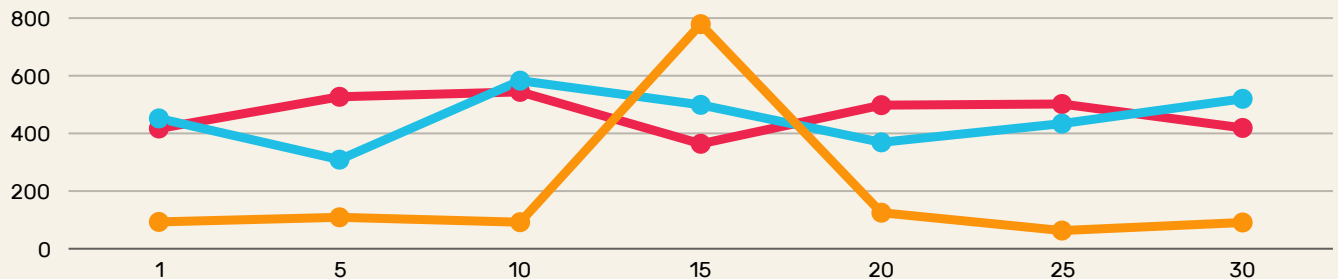
Unique Visitors Views/User Avg. Time
7,610 1.70 54s

3

Parking

6,279 Views

Unique Visitors Views/User Avg. Time
4,308 1.46 19s



Engagement Metrics

April 1, 2024 - April 30, 2025

EVENTS



TOTAL EVENT ATTENDANCE

2396

MARKET
SQUARE PARK

513

TREBLY
PARK



TOTAL GAME ON! CHECK OUTS

91

MARKET
SQUARE PARK

39

TREBLY
PARK



DOWNTOWN WIDE SIGNATURE EVENTS

ART CAR WEEKEND

2,067

TOTAL EVENT ATTENDANCE
ART CAR AFTER PARTY
AT MARKET SQUARE PARK

15

PARTICIPATING
BUSINESSES FROM
4/12 - 4/13