

HOUSTON FIRST CORPORATION

MINUTES OF THE THEATER AND CONVENTION DISTRICT OPERATIONS COMMITTEE

JANUARY 18, 2017 – 1:30 P.M.

The Theater and Convention District Operations Committee of Houston First Corporation (the "Corporation"), a Texas non-profit corporation created and organized by the City of Houston as a local government corporation pursuant to TEX. TRANSP. CODE ANN. §431.101 et seq. and TEX. LOC. GOV'T. CODE ANN. §394.001 et seq., held a meeting at the Partnership Tower, 701 Avenida de las Americas, Houston, Harris County, Texas 77010, on Wednesday, January 18, 2017, commencing at 1:30 P.M. Written notice of the meeting including the date, hour, place and agenda for the meeting, was posted in accordance with the Texas Open Meetings Act. The following members participated in the meeting: Desrye Morgan, Dean Gladden, Harry Greenblatt and Dawn Ullrich. Tony Keane and Gerald Womack were absent.

Chairperson Morgan called the meeting to order at approximately 1:30 P.M. and a quorum was established.

1. **Public Comments.** None
2. **Approval of Minutes.** After a motion duly seconded, the minutes from the November 4, 2016 Theater and Convention District Operations Committee meeting were approved.

Item V.A. was taken out of order.

3. **Consideration and possible recommendation of an agreement with the Discovery Green Conservancy for Avenida Plaza Programming and Event Management.** Luther Villagomez partnered with Suzanne Theis, Programming Director at Discovery Green, to provide proposed programming information designed to activate Avenida Plaza to ensure success. Houston First and Discovery Green will work closely together to provide a coordinated effort to complement and enhance the use of Discovery Green and the George R. Brown Convention Center. The agreement engages Discovery Green Conservancy to manage the programming and scheduling of Discovery Green and Avenida Plaza in four-month blocks in accordance with pre-approved budgets. Following discussion on this item, a motion was made and duly seconded to recommend an agreement with Discovery Green Conservancy for Avenida Plaza programming and event management.
4. **Presentations.**
 - A. **Janitorial Solicitation and Employee Survey.** Lisa Hargrove and Rob Jackson provided detailed information regarding the important dates, selection criteria, key terms, diversity goal and new features that will accompany the solicitation for a janitorial services best value invitation to bid scheduled to be issued on February 10, 2017.

5. Updates.

- A. Jones Plaza. Roksan Okan-Vick briefed the Committee on the work done thus far to begin identifying priorities as plans begin for the Jones Plaza redesign project. She mentioned that approximately 25 interviews had taken place with various stakeholders as well as an on-line survey which received 297 responses. Top requests from the survey included trees, shade structures, natural landscape, moveable seating, casual food, music offerings and performances. Next steps include a review of the preliminary findings with an advisory group and stakeholders, finalization of a report by April 15, 2017 followed by a design approach.
- B. Convention Center. Luther Villagomez updated the Committee on the progress of the Avenida restaurants, parking automation system, charging stations and sitting areas, various interior and exterior project updates and proposed names for the George R. Brown Convention Center balconies and meeting rooms.
- C. Theater District. Mario Ariza provided updates related to the Theater District facilities, including Sunset Coffee Building, MATCH, NFL Honors and the number of patrons in the Theater District during December 2016.

After a motion duly seconded, the meeting adjourned at approximately 2:59 P.M.

/s/_____

Pamela Walko, Secretary