

MINUTES

HOUSTON FIRST CORPORATION

**Operations Committee Meeting
June 14, 2019 – 1:00 P.M.
Partnership Tower, 701 Avenida de las Americas, Ste. 200
Houston, Texas 77010
HFC BOARD ROOM**

The Operations Committee (“Committee”) of Houston First Corporation (the “Corporation” or “HFC”), a Texas local 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., posted a meeting at Partnership Tower, 701 Avenida de las Americas, Houston, Harris County, Texas, 77010, on Friday, June 14, 2019, commencing at 1:00 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 Committee members were present for the meeting: Desrye Morgan (Chair), Reginald Martin (Co-Chair), Alex Brennan-Martin, Elizabeth Brock, Dean Gladden, Kathryn McNiel, Council Member David Robinson, Tom Segesta, and Bobby Singh.

The meeting was called to order at 1:05 p.m. and a quorum was established. Before going into the meeting agenda, Council Member Robinson gave a brief update on the I-69 Project and discussions with TxDot.

1. **Public Comments.** None.
2. **Review and approval of minutes from prior meeting.** Following a motion duly seconded, the minutes of March 21, 2019 and May 7, 2019 were approved as presented. Elizabeth Brock was not present for the vote.
3. **Presentations and Reports.**
 - A. **Operations Update.** John Gonzalez informed the Committee that the George R. Brown Convention Center (“GRB”) is currently hosting an anime convention. More than 40 events have taken place in Q2 at the GRB with some major events, including a three-day Windpower Conference with over 18,000 attendees and HelmsBriscoe, which had 4,000 first time visitors to the GRB campus. The Texas High School Association also brought 7,500 coaches to the convention center. The total attendance at GRB for the year is over 364,950 attendees, and for Q3 the GRB attendance goal is over 195,980 attendees with over 40 events scheduled.

Mr. Gonzalez announced that the Starbucks located on the second level of the GRB is undergoing renovations and scheduled to re-open in late June.

He also informed the Committee of the launch of a new application, Aira Access, at HFC facilities that will aid blind and low-vision visitors. The service is offered free of charge while in the GRB, Wortham Theater, and Jones Hall. According to Mr. Gonzalez, the GRB is the first convention center in Texas and the third in the country to provide this service.

Todd Holloman discussed Avenida programming and the memorial for Maleah Davis that took place on Sunday, June 9, 2019. He also discussed the sneak preview of Impulse. Impulse is an interactive light and sound experience that includes light-up seesaws on Avenida Plaza that will be displayed through September 2, 2019. Mr. Holloman also discussed some of the upcoming programming for the 50th Anniversary Celebration of the Apollo 11 Mission and Space City Month.

Christine West discussed the Heritage Month events, including Juneteenth (June 19th) and Pride Month. GRB will run a slide in the building during the week of Juneteenth and on the exterior ribbon board for Pride Month. Additionally, GRB will display a rainbow-colored balloon installation and lights in the fountain located in front of the main concourse.

Bobby Singh thanked HFC staff for enhancing visitors overall experience at HFC facilities with the application for the blind. Council Member Robinson seconded Mr. Singh's remarks and stated that this is an opportunity for HFC to shine in matters of accessibility.

Kathryn McNiel stated that HFC works with the Theater District community on matters of accessibility and is very involved.

Elizabeth Brock stated that HFC should also look into ways to eliminate language barriers and add more signage with pictures, color coordination.

John Gonzalez concluded his report with an announcement that the temporary mitigation walls were in place at Wortham Theater.

4. **Committee Business**

- A. Consideration and possible recommendation of a Valet Parking Services Agreement with Sovereign Services of Houston, Inc. at the Hilton Americas-Houston Hotel. Mitch Miskowski discussed the Valet Parking Services solicitation process. A total of four proposals were received and all four companies were interviewed by the HFC selection committee. The company that received the highest score was Sovereign Services of Houston, Inc. ("Sovereign Services"). Sovereign Services is a Houston based company with 700 employees and the company parks over 30,000 vehicles per year. Hilton Americas-Houston ("Hotel") guests will be able to use a phone application to request their vehicles, which will cut down on wait times and reduce the number of hotel staff. Sovereign Services currently serves six hotels, two hospitals, seven restaurants, three mixed use

facilities, four event centers, and the Houston Post Oak Hotel, which is the only Five Diamond Hotel in Houston.

Desyre Morgan asked for clarification on the company's quality assurance program and customer service. A representative of Sovereign Services explained that they train their staff well, but if there is a complaint, they will address any concerns right away and may comp the customers ticket.

Roger Harris explained that the diversity goal for the contract was reduced to six percent upon review of the amount of divisible work.

There was additional discussion about the total number of employees and average pay. Lisa Hargrove explained that Sovereign Services was previously a subcontractor under the Republic Parking agreement and has provided services to the Hotel for five years.

Reginald Martin made a motion to approve the Valet Parking Services Agreement with Sovereign Services of Houston, Inc. at the Hotel. The motion was approved with Committee Chair Desyre Morgan opposed.

Bobby Singh asked that HFC staff provide more clarity on diversity participation and the amount of divisible work under each contract. Brenda Bazan informed the Committee that moving forward, Rob Jackson will be contacting Board Members regarding business items.

Frank Wilson stated the Committee should not lose sight of the fact that the overall diversity goal for the corporation is 30% and HFC is currently exceeding that goal.

- B. Consideration and possible recommendation of reallocated funding for Harrison Kornberg Architects LLC, and ARUP, Texas Inc., a joint venture, for two new task orders for the continued repair and replacement of damages to the Wortham Theater and Theater District Parking Garage due to Hurricane Harvey. Roksan Okan-Vick discussed the Hurricane Harvey recovery project. According to Ms. Okan-Vick, the basement at Wortham Theater Center is substantially complete, but work to the tunnels is on-going and will continue through the end of the year. There has also been substantial progress in the garages with minor repairs such as stenciling, fire alarm installation, and the construction of new electrical rooms still in progress.

Ms. Okan-Vick explained that upon a reconciliation of allowances for the recovery project, HFC terminated the Project Management Agreement with Turner Construction Company and reduced the amount of funds under the agreement with Manhattan Construction. HFC will reallocate the funds saved and issue two task orders with the joint venture, Harrison Kornberg Architects, LLC and ARUP, Texas, Inc in the amount of \$840,000 for design changes, construction administration services, and completion of mitigation documents ("Task Order 1") and \$500,000 for FEMA related services with the consultants Wendorff Beward & Partners ("Task Order 2"). Ms. Okan-Vick stated there will be no increase to the overall project budget of \$152,084, 810.

Elizabeth Brock asked to review photos of the Theater District Garage to demonstrate ways that HFC staff could improve the signs.

A motion was made to approve reallocated funding for HKA/ARUP, a joint venture, for two new task orders for the Hurricane Harvey Recovery Project. The motion passed unanimously. Bobby Singh was not present for the vote.

5. **Adjournment**. The meeting was adjourned at 2:11 p.m.