

MINUTES

HOUSTON FIRST CORPORATION

**Operations Committee Meeting
June 21, 2022, 2022 – 1:00 P.M.
Partnership Tower, 701 Avenida de las Americas, Suite 200
Houston, Texas 77010
HOUSTON FIRST 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., held a meeting at Partnership Tower, 701 Avenida de las Americas, Suite 200, Houston, Harris County, Texas 77010 on Tuesday, June 21, 2022, 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 participated in the meeting: Desrye Morgan (Chair), Dean Gladden, Steven Mitzner, and Tom Segesta.

1. The Committee Chair called the meeting to order at 1:05 p.m. and a quorum was NOT established.
2. **Public Comments.** None.
3. **Review and approval of minutes from prior meeting.** The minutes were not presented due to a lack of a Committee quorum.
4. **Presentations, Reports, and Updates**
 - A. **Programming and Event Update**

Luther Villagomez, Chief Operating Officer, announced that the George R. Brown Convention Center (GRB) achieved Leadership in Energy and Environmental Design (LEED) Gold Certification and is one of only two Texas convention centers to hold this certification. Mr. Villagomez added that the certification is good for three years and this was a significant achievement for a 35-year-old facility that was not built to conform to LEED standards.

John Gonzalez, Senior Vice President and General Manager of Convention and Cultural Services, noted there had been 76 events in the GRB to date in 2022 with attendance in the second quarter at 383,636 and total year-to-date attendance at 556,470.

Todd Holloman, Vice President of Venues and Live Events, presented a programming recap which included a seven-part concert series of Party on the Plaza, the Asian

American and Pacific Islanders (AAPI) Amplified event on the Plaza at Avenida Houston, and Juneteenth at Miller Outdoor Theatre which was presented by Wells Fargo in partnership with Mayor Sylvester Turner, Houston First, and KTSU 90.9 FM. Mr. Holloman informed the Committee that all events were well-attended.

Mr. Holloman identified upcoming programming which will include PRIDE on display from June 24 through June 26, Roseaux on display from July 1 through September 5, and Party on the Plaza in celebration of National Hispanic Heritage Month.

Mr. Gonzalez stated that the Theater District was very busy as well with the Opera Ball, Society for Performing Arts Gala, and the Houston Sports Awards in the second quarter. Mr. Gonzalez also mentioned the long list of upcoming events at the GRB, from Comicpalooza in July to the Texas Contemporary Art Fair in September.

Mr. Gonzalez updated the Committee on the Wings over Water repair timeline and stated the final walkthrough and handover of the static structure is expected to occur on July 25th.

5. Committee Business.

- A. Consideration and possible recommendation of a job order with ERC Environmental & Construction Services, Inc. for demolition, steel build back, and related services pertaining to the removal of the existing Exhibit Hall A3/B3 airwall in the George R. Brown Convention Center.

Mr. Gonzalez informed the Committee that this work was originally scheduled for 2019, but due to COVID, was postponed. Demolition of the existing structure and build back with an airwall would allow several different and unique ways of transitioning this space. By removing the bleachers that have been in place for 27 years, and building a partition wall, this space will be an ideal location to host conventions requiring 220,000 square feet of space. This project was budgeted at \$2.9 million and it is expected to not exceed \$2.1 million.

Mitch Miskowski, Purchasing Agent, described the procurement process and informed the Committee that management recommends approving a job order for ERC Environmental & Construction Services, Inc., a City of Houston Asian-owned Small Business Enterprise firm, at a cost of \$1,303,318. Mr. Miskowski added that this will be a two-part project with part two being discussed in the next item.

❖ *No vote was taken due to a lack of a Committee quorum.*

- B. Consideration and possible recommendation of an amendment to the George R. Brown Convention Center Airwall Replacement Agreement between Houston First Corporation and Rob Pelletier Construction, Inc. to furnish and install an airwall in Exhibit Hall A3/B3.

Mr. Gonzalez identified this item as part two of the project. Rob Pelletier Construction, Inc. was contracted in 2016 to maintain and repair the GRB airwalls.

Mr. Miskowski stated that Pelletier is an exclusive local distributor of airwalls and is a Women Business Enterprise and Historically Underutilized Business certified company. Mr. Miskowski informed the Committee that management is recommending amending the existing contract with Pelletier for one additional airwall to be installed in Exhibit Hall A3/B3 at a cost of \$728,388.

❖ *No vote was taken due to a lack of a Committee quorum.*

C. Consideration and possible recommendation of an Agreement between Houston First Corporation and Superior Building Services, Inc. for the George R. Brown Convention Center Wash and Seal Project.

Mr. Gonzalez explained that this maintenance project to wash and seal the exterior of the GRB involves washing by hand and cannot be performed with a power washer. The work will be completed around scheduled events. Mr. Gonzalez mentioned it had been about six and a half years since the GRB was last washed.

Mr. Miskowski described the procurement process and informed the Committee that management recommends approval of an agreement between Houston First Corporation and Superior Building Services, Inc. for the George R. Brown Convention Center Wash and Seal Project at a cost of \$110,000.

❖ *No vote was taken due to a lack of a Committee quorum.*

D. Consideration and possible approval of adjusting the requirement for a quorum from a simple majority of the total Committee membership to three members.

Michael Heckman, President and CEO, stated that the inability to achieve a quorum at this meeting is an example of the difficulties in sometimes getting quorums at committee meetings. Therefore, management is recommending that the Committee adjust the required number to satisfy a quorum from a simple majority to three members. This recommendation is an effort to be respectful of each Committee Member's time.

❖ *No vote was taken due to a lack of a Committee quorum.*

6. **Adjournment** The meeting adjourned at 1:42 p.m.