

HOUSTON FIRST CORPORATION

MINUTES OF HOUSTON FIRST CORPORATION BOARD OF DIRECTORS MAY 17, 2016 – 2:00 P.M.

The Board of Directors 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.TRANS.P.CODE ANN. §431.101 et seq. and TEX.LOC.GOV'T.CODE ANN §394.001 et seq., held a meeting at the George R. Brown Convention Center, 1001 Avenida de las Americas, Houston, Texas, on Tuesday, May 17, 2016, commencing at 2:00 P.M. Written notice of the meeting, including the date, hour, place and agenda, was posted in accordance with the Texas Open Meetings Act. The following members participated in the meeting: Ric Campo, Phyllis Bailey, Katy Caldwell, C.C. Conner, Jr., Fernando Cuellar, Irma Diaz-Gonzalez, Harry Greenblatt, Winslow Jeffries, David Solomon, Gerald Womack, Council Member Martin and Council Member Robinson. Alex Brennan Martin and Desrye Morgan were absent. Council Members Edwards and Gallegos were in attendance.

Ric Campo called the meeting to order at approximately 2:01 P.M. and a quorum was established.

1. **Public Comments.** Maria Garcia and Beverly Ortiz, SEIU Texas, signed up to speak to the HFC Board of Directors to request support to improve working conditions at the GRB related to affordable healthcare for the janitorial staff.
2. **Approval of Minutes.** After a motion was made and duly seconded, the minutes of the April 20, 2016 meeting were approved as presented.
3. **Consideration and possible approval of an agreement with Parking Guidance Systems, LLC, authorized regional distributors of TIBA Parking Management Systems, for the Convention District Garages.** Luther Villagomez briefed the Board on the goals and objectives, evaluation committee members and the evaluation committee recommendations for a qualified and experienced contractor to provide all technical support, revenue control and equipment for Convention District parking garages, including Avenida North, Avenida Central, Avenida South and Tundra Garage. Council Member Robinson suggested that Houston First discuss possible synchronization with the Houston Airport System to capitalize on other systems. The Theater and Convention District Operations Committee met on May 9, 2016, and fully reviewed and recommended this item for approval. Following discussion on this item, a motion was made and duly seconded to approve an agreement with Parking Guidance Systems, LLC for an agreement for the Convention District Garages in an amount not to exceed \$1,699,689 (\$635,059 of which is for the North Garage), plus a 10% change order limitation.
4. **Updates.**
 - A. Sheila Turkiewicz announced that the Sunset Coffee Building is expected to be substantially complete in June followed by a public opening mid- to late-October. She also advised the Board that the bids for Architectural Services for the Miller Outdoor Theatre are due on June 9, 2016. Finally, she advised the Board that the Jones Hall 50th Anniversary Event would be held on Saturday, October 22, 2016.

- B. Annette Goldberg provided a summary of the results of the employee survey held in March 2016.
- C. Mike Waterman presented an update on Medical World Americas, 2015 Destination Sales results, Houston travel facts and figures, Hola Houston, Visit Houston and Beyond, You Visit, Top Taxi, Customer Advisory & Innovation Board meeting on May 11-13, 2016, and marketing, film and tourism updates.
- D. Dawn Ullrich called the Board's attention to the letter from Scenic Houston advising that they had secured necessary funding to complete Phase II of the Broadway project.
- E. Pamela Walko provided a brief update on Diligent Boards and the board portal soft launch.

5. **Announcements**

- A. The date of the next Tourism Summit is scheduled for September 7, 2016.

The meeting adjourned at approximately 3:22 P.M.



Pamela Walko, Secretary