

HOUSTON FIRST CORPORATION

MINUTES OF HOUSTON FIRST CORPORATION BOARD OF DIRECTORS SEPTEMBER 1, 2017

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.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, 2nd Floor Boardroom, Houston, Texas, on Friday, September 1, 2017, commencing at 3:30 p.m. Written notice of the meeting was posted in accordance with Section 551.045 of the Texas Open Meetings Act which provides that in an emergency or when there is an urgent public necessity, the notice of a meeting is sufficient if it is posted for at least two hours before the meeting is convened. Houston and Harris County were declared federal disaster areas from Hurricane Harvey and resultant flooding. The following members participated in the meeting: David Minchberg, Sofia Adrogué, Alex Brennan-Martin, Katy Caldwell, Ryan Martin, Desrye Morgan, Paul Puente, Council Member Robinson, Jay Tatum, and Gerald Womack. Bobby Singh and Jay Zeidman participated by phone. Elizabeth Brock and Council Member Martin were absent.

A quorum was established and the meeting was called to order at 11:32 a.m.

1. **Public Comments.** None
2. **Minutes.** None.
3. **Presentations.**
 - Facilities Report – Dawn Ullrich provided information related to flood and water-related damages in affected Houston First facilities. She stated that Gilbane had begun emergency pumping operations in the Tranquillity Garage and plans to relocate contract parkers were in process. In addition, all employees from Wortham Center would be relocated to Partnership Tower. The Theater District garage suffered major damage from flooding and additional action would be required from the Board for the cost of repairs.
 - Preliminary Funding Plan – Brenda Bazan outlined possible funding sources, including insurance reimbursement, available cash, and FEMA reimbursement. Frank Wilson explained a possible funding alternative from Regions Bank. An update would be provided at the next meeting.

Jay Zeidman left the meeting at 12:35 p.m. before the following items were considered.

5. **Consideration and possible approval of a Single Project Program Management Agreement between Houston First Corporation and Gilbane Reconstruction Services LLC for disaster recovery and assessment services related to Hurricane Harvey for certain Theater District facilities.** An emergency purchase order (EPO) was issued to Gilbane Reconstruction Services LLC for \$450,000 for immediate disaster recovery and disaster assessment work. This EPO was part of Phase One of a three-phase project. Each phase will have a defined scope of work and budget and subsequent phases will be brought forward to the Board for approval. Roger Harris stated that

