

MINUTES

HOUSTON FIRST CORPORATION

**Operations Committee Meeting
December 2, 2022 – 3:00 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 Friday, December 2, 2022, commencing at 3:00 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), Reginald Martin (Vice-Chair), Alex Brennan-Martin, Elizabeth Brock, Dean Gladden, Steven Mitzner, Tom Segesta, Bobby Singh, and Council Member Robert Gallegos.

1. **Call to Order.** The Committee Chair called the meeting to order at 3:00 p.m., and a quorum was established.
2. **Public Comments.** None.

David Mincberg was in attendance.
3. **Review and approval of minutes from prior meetings.** Following a motion duly seconded, November 1, 2022’s minutes were approved as presented. Reginald Martin was absent at the time of the vote.
4. **Committee Business**
 - A. Consideration and possible recommendation of increased funding for the Recovery Architectural Services Agreement with Harrison Kornberg Architects, LLC and ARUP Texas, Inc., a joint venture, the issuance of a new task order(s) for additional design services related to updating and completing mitigation documents for Wortham Theater and Theater District Parking Garages due to Hurricane Harvey, and a First Amendment to such Agreement.

Michael Heckman, President & CEO, stated that the Operations Committee tabled this item at the previous meeting due to the necessity of additional information, which it

has since received. Mr. Heckman added that management recommends moving forward on this item to complete design documents regarding further flood mitigation.

Andy Icken, Chief Development Officer, explained that HFC's role is to manage certain facilities through an Interlocal Agreement. Currently, HFC is completing the design phase, which is already substantially funded but incomplete.

Stephen Costello, Chief Recovery Officer for the City of Houston, explained that this project commenced several years ago and that his role is to drive as many hazard mitigation projects forward as possible with the understanding that FEMA will support these projects. Mr. Costello expressed his concerns that FEMA and possibly the Corporation's insurance company may deny claims for reimbursement if this mitigation project does not move forward if another event like Harvey occurs. He expressed that the project needs the design to progress, and he committed to management to continue discussions during the construction phase. Mr. Costello also noted that he would contact the City's General Services Department to solicit outside consultants to perform the work according to federal standards and discuss advanced funding for construction with the Texas Division of Emergency Management, the grant recipient of all federal funds.

Mr. Icken emphasized that Lisa Hargrove, General Counsel, adjusted the SOP letter to convey that it is currently solely focused on the design phase of construction. He also stated that the City agrees that part two of the project would require a separate contract.

Mr. Heckman reiterated that management recommends approval for the completion of the design phase of construction.

Following a motion duly seconded, increased funding for the Recovery Architectural Services Agreement with Harrison Kornberg Architects, LLC and ARUP Texas, Inc., a joint venture, the issuance of a new task order(s) for additional design services to update and complete mitigation documents for Wortham Theater and Theater District Parking Garages due to Hurricane Harvey, and a First Amendment to such Agreement passed unanimously.

5. **Adjourn.** The meeting adjourned at 3:27 p.m.