

HOUSTON FIRST CORPORATION

MINUTES OF THE THEATER AND CONVENTION DISTRICT OPERATIONS COMMITTEE

OCTOBER 23, 2017

The Theater and Convention District Operations Committee 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 the Partnership Tower, 701 Avenida de las Americas, Houston, Harris County, Texas 77010, on Monday, October 23, 2017, commencing at 1:30 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 members participated in the meeting: Desrye Morgan, Dean Gladden, Tony Keane, Council Member Robinson, Jay Tatum and Dawn Ullrich. Mario Ariza was not present.

Chairperson Morgan called the meeting to order at approximately 1:30 P.M. and a quorum was established.

1. **Public Comments.** None.
2. **Approval of Minutes.** After a motion duly seconded, the minutes from the July 20, 2017 Theater and Convention District Operations Committee meeting were approved as presented.
3. **Presentations**
 - A. **Theater District.** Sheila Turkiewicz provided a post-Harvey update on Jones Hall, Wortham Theater Center and Theater District Parking. Jones Hall is back in business as of October 20, 2017. The Wortham Theater Center sustained most of the damage in back of house and work to repair and restore is ongoing. The garages are undergoing detail cleaning, paint removal from concrete walls, and power washing. The Parking and Security Offices have been demolished and sanitized. The walls in the garage tunnel leading from Bank of America to the Alley Theatre have been removed.
 - B. **Houston Grand Opera.** Sheila Turkiewicz stated that the Houston Grand Opera has relocated to the George R. Brown Convention Center and that performances opened in the Resilience Theater, theater space created by the Opera in Hall B3, on October 20, 2017.
 - C. **Restaurants.** Michael Heckman presented an update on restaurant activity. He reported that restaurants have benefited from a rise in convention business, additional Avenida activities, and large parties resulting in restaurant buyouts. Michael also provided updates on Kulture and Rustic. Kulture has received a certificate of occupancy and will be hosting a private event on October 24, 2017. The doors are scheduled to open to the general public in mid-November. Rustic's general contractor, Black Diamond, is mobilized and onsite. Work began on October 18, 2017 with an anticipated opening on July 1, 2018.

2018 Business Plans and Budgets for all departments were distributed prior to the meeting date to allow for Committee review.

Prior to the following discussions on Business Plans and Budgets, Brenda Bazan provided an overview of the anticipated year-end numbers and broad parameters for the 2018 budget. Due to Harvey-related expenditures, there was a concentrated focus to identify savings in areas such as the timing of filling vacancies and to minimize capital expenses (except for life safety issues), to name a few.

4. **Consideration of and possible recommendation of the Convention Facilities and Services 2018 Business Plan and Budget.** Following Luther Villagomez's presentation followed by thorough discussion of this item, a motion was made and duly seconded to recommend the Convention Facilities and Services 2018 Business Plan and Budget to the Board of Directors for consideration and approval.
5. **Consideration of and possible recommendation of the Cultural Facilities and Services 2018 Business Plan and Budget.** Following Sheila Turkiewicz's presentation followed by thorough discussion of this item, a motion was made and duly seconded to recommend the Cultural Facilities and Services 2018 Business Plan and Budget to the Board of Directors for consideration and approval.
6. **Updates**
 - A. **COO Report – Convention Center.** Luther Villagomez provided an update on the recently approved contracts with Levy and Midwest Maintenance. Levy has executed several event contracts since the beginning of their contract with Houston First. Midwest's contract was renewed on July 1, 2017. They have had to repurpose and move their employees to the GRB from the Theater District as a result of Hurricane Harvey. Mr. Villagomez also provided information on upcoming events at the GRB, as well as dates for Party on the Plaza and Holiday Lighting.
 - B. **COO Report – Theater District.** Sheila Turkiewicz provided an update on Miller Outdoor Theater, Jones Hall, Talento Bilingue de Houston, and Holiday Lighting in the Theater District.
 - C. **Regional Product Development.** Roksan Okan-Vick provided an update on flood-related mitigation. Three points to consider moving forward are 1) perimeter security, 2) primary and secondary barriers, and 3) reservoirs. Forensic reports are not yet complete. She concluded her update with advising the committee of potential future projects at Sam Houston Park and Jones Plaza.
 - D. **4 Houston Center.** Peter McStravick reviewed the current lease terms and potential costs of early termination of the lease at 4 Houston Center.

After a motion duly seconded, the meeting adjourned at approximately 3:47 P.M.

/s/_____

Diana D. Muñoz on behalf of Pamela Walko, Secretary