

MINUTES

HOUSTON FIRST CORPORATION

**Operations Committee Meeting
August 25, 2021 – 2:00 P.M.
Partnership Tower, 701 Avenida de las Americas, Suite 200
Houston, Texas 77010
HFC 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., posted a meeting at Partnership Tower, 701 Avenida de las Americas, Houston, Harris County, Texas, 77010, on Wednesday, August 25, 2021, commencing at 2:00 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 were present for the meeting: Desrye Morgan (Chair), Reginald Martin (Vice-Chair), Alex Brennan-Martin, Dean Gladden, Tom Segesta, and Bobby Singh.

1. The Committee Chair called the meeting to order at 2:03 p.m. and a quorum was established.
2. **Public Comments.** None.
3. **Review and approval of minutes from prior meeting.** Following a motion duly seconded, the minutes of February 11, 2021 were approved as presented.

Meg Booth arrived at 2:10 p.m. and did not participate in the vote.

4. **Presentations, Reports, and Updates**

The Committee Chair took items out of order and moved to Committee Business before the Programming and Event Update.

- A. **Programming and Event Update.**

HFC Senior Vice President & General Manager of Convention & Cultural Services, John Gonzalez, provided a brief update on events at the George R. Brown Convention Center (GRB). According to Mr. Gonzalez, fifty events have been hosted at the GRB through June with a total attendance of 443,085 year-to-date. He also announced the reopening of Wortham Theater and Jones Hall for the performance season in September. He also informed the Committee that HFC continues to enforce increased safety and security protocols at all HFC facilities to combat the spread of COVID-19.

He then shared the calendar of events in the Convention District through year-end. In conclusion, Mr. Gonzalez stated that the Operations team is enthusiastic and working diligently to manage the increased activity at HFC facilities.

HFC President & CEO, Michael Heckman, also discussed the success of the Dr. Seuss Experience and the tremendous effort of all HFC staff in the execution of this entrepreneurial opportunity for HFC. He then introduced Todd Holloman to provide a live events and programming update.

HFC Director of Live Events and Experiences, Todd Holloman, began his report with an overview of past live events and programming on Avenida Houston, starting with the UFC Weigh-In & Fan Experience that took place in May that had approximately 11,000 attendees over two days. He said HFC continues to commemorate cultural heritage month and in June celebrated Pride at Avenida Houston. Mr. Holloman explained that the GRB also hosted Comicpalooza and Shriners International in July and HFC worked collaboratively with the City of Houston to obtain the first city-wide parade permit since the onset of COVID-19. Mr. Holloman also discussed some of the on-going events that will take place on Avenida Houston such as Coffee & Cars and Blues on the Brown. Discovery Green, he said, will also continue to host Flea by Night the third Saturday of each month. He added that HFC has partnered with Discovery Green to host a Lamborghini Festival on Sunday, October 3, 2021. Mr. Holloman then discussed an upcoming art exhibition in celebration of Hispanic Heritage Month that will be on display at Partnership Tower and the *Monumentales* exhibition curated from Oaxaca, Mexico that will include eight-foot-tall Day of the Dead skulls displayed on Avenida Houston and in Discovery Green. He then concluded his presentation with a discussion of a permanent mural installation created by artist David Maldonado at Jones Hall that was developed in partnership with the Houston Symphony and Society for the Performing Arts. Mr. Holloman explained that the mural will serve as both a decorative and wayfinding piece. He then asked Meg Booth to share a few remarks.

Ms. Booth stated that there are actually four separate murals and she is excited for the addition to Jones Hall and the color and vibrance that the artwork will bring to the theater.

5. **Committee Business.**

A. Consideration and possible recommendation of a Lighting Controls Upgrade Construction Services Agreement with Prism Electric, Inc.

HFC Purchasing Agent, Mitch Miskowski, discussed the solicitation process for a qualified electrical contractor for the replacement of the lighting controls system at George R. Brown Convention Center. After he explained some of the challenges with the current lighting system due to a lack of available parts, he discussed the solicitation criteria and HFC's advertisement efforts. He noted that HFC received three responses and the lowest qualified bid was submitted by Prism Electric, Inc. Mr. Miskowski stated that Prism Electric has provided services to HFC at other

HFC facilities. He then asked HFC Development Specialist Manager, Roger Harris, to discuss the diversity participation goal under the agreement.

Mr. Harris stated that he set a 15% diversity participation goal in the invitation to bid after discussions with the GRB Operations team. He explained that Prism Electric has agreed to contract with a Hispanic-owned business, Elect-Net, to provide all equipment under the project, and that they expect to achieve a 66% diversity goal.

Bobby Singh asked several follow-up questions regarding the solicitation and management confirmed that the solicitation was a low bid.

Following a motion duly seconded, a recommendation of the Lighting Controls Upgrade Construction Services Agreement with Prism Electric, Inc. was approved unanimously.

6. **Adjournment.** The meeting was adjourned at 2:38 p.m.