

## HOUSTON FIRST CORPORATION

### MINUTES OF THE THEATER AND CONVENTION DISTRICT OPERATIONS COMMITTEE

NOVEMBER 4, 2016 – 11:00 A.M.

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 George R. Brown Convention Center, 1001 Avenida de las Americas, Houston, Harris County, Texas 77002, on Friday, November 4, 2016, commencing at 11:00 A.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, Harry Greenblatt and Dawn Ullrich. Tony Keane and Gerald Womack arrived after the meeting was called to order.

Chairperson Morgan called the meeting to order at approximately 11:02 A.M. and a quorum was established.

1. **Public Comments.** None
2. **Approval of Minutes.** After a motion duly seconded, the minutes from the October 6, 2016 Theater and Convention District Operations Committee meeting were approved. Tony Keane and Gerald Womack were not in attendance for the vote.
3. **Presentations.**
  - A. Janitorial Services. Rob Jackson began the discussion on this item by providing background information on the terms of the contract between Houston First and Midwest, specifically related to benefit packages for those employed by the subcontractors of Midwest. Mr. Jackson explained the following three options:
    - i. Allow full-time janitorial staff to work directly for the prime contractor;
    - ii. Maintain current structure utilizing subcontractors (33% MWBE goal); and,
    - iii. Directly employ fulltime janitorial staff.

These options were thoroughly discussed and it was decided to wait to address the issues in the Request for Proposals (RFP). Requests from the Committee included a follow-up from Midwest, employee satisfaction survey from the subcontractor companies, and the possibility of crafting performance goals that can be legally incorporated into the RFP. The Committee also requested that the RFP be presented to the Committee prior to putting it on the street.

**4. Updates.**

- A. Luther Villagomez briefed the Committee on the status of the construction in and around the Convention District, including the Wharf, restaurant construction, trees on Avenida.
- B. Mario Ariza provided updates related to NFL events in the Theater District facilities, Sunset Coffee Building, Jones Hall Master Plan elements, Jones Plaza stakeholder ideas and upcoming performances at Miller Outdoor Theatre.

After a motion duly seconded, the meeting adjourned at approximately 12:11 P.M.

/s/ \_\_\_\_\_

Pamela Walko, Secretary