

AGENDA

HOUSTON FIRST CORPORATION

OPERATIONS COMMITTEE MEETING

March 20, 2023 – 1:00 P.M.

Partnership Tower, 701 Avenida de las Americas, Suite 200

Houston, Texas 77010

HOUSTON FIRST BOARD ROOM

COMMITTEE MEMBERS:

Desrye Morgan (Chair), Reginald Martin (Vice-Chair), Alex Brennan-Martin, Elizabeth Brock, Steven Mitzner, Tom Segesta, Bobby Singh, Council Member Robert Gallegos

In accordance with the Texas Open Meetings Act, this Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located on the exterior wall of the Houston City Hall building, located at 901 Bagby. The Agenda is also available online at <https://www.houstonfirst.com>.

To reserve time to appear, come to the meeting at least ten minutes prior to the scheduled public session shown on the Agenda.

Any questions regarding the Agenda, should be directed to Lisa K. Hargrove, General Counsel at either 713-853-8965 or Lisa.Hargrove@houstonfirst.com

- I. Call to Order**
- II. Public Comments**
- III. Minutes – February 14, 2023**
- IV. Presentations, Reports, and Updates**
 - A. HFC President & CEO Report
 - B. NCAA Final Four Update
- V. Committee Business**
 - A. Consideration and possible recommendation of a new one-time Grant Agreement between Houston First Corporation and Midtown Arts and Theater Center Houston (“MATCH”).
- VI. Adjourn**

III. Minutes – February 14, 2023

MINUTES

HOUSTON FIRST CORPORATION

OPERATIONS COMMITTEE MEETING

February 14, 2023 – 10:00 A.M.

Partnership Tower, 701 Avenida de las Americas, Suite 200

Houston, Texas 77010

HOUSTON FIRST BOARDROOM

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, Houston, Harris County, Texas 77010 on, Tuesday, February 14, 2023, at 10:00 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 were present for the meeting: Desrye Morgan (Chair), Reginald Martin, Jr. (Vice-Chair), Alex Brennan-Martin, Elizabeth Brock, Steven Mitzner, Bobby Singh, and Council Member Robert Gallegos.

- I. **Call to Order.** The meeting was called to order at 10:09 a.m. with a quorum present.
- II. **Public Comments.** None
- III. **Review and approval of minutes from prior meeting.** Following a duly seconded motion the minutes for December 2, 2022, were approved as presented.
- IV. **Committee Business.**
 - A. Consideration and possible recommendation of funding for a Task Order(s) with Elevator Repair Service, Inc. to replace the Glass Elevator in Jones Hall for the Performing Arts.

John Gonzalez, Senior Vice President & General Manager, reported that this is an approved capital project, and the Task Order is through Elevator Repair Service Company (“ERS”), the current provider. Mr. Gonzalez conveyed that total cost for the glass elevator repair is \$503,471, and ERS expects to start work in mid-May to coincide with the Foundation for Jones Hall construction, which has a completion date of September 5, 2023. Mr. Gonzalez also noted that the glass elevator is original to the building.

Following a duly seconded motion, funding for a Task Order(s) with Elevator Repair Service, Inc. to replace the Glass Elevator in Jones Hall for the Performing Arts unanimously passed.

V. Presentations, Reports, and Updates.

A. President & CEO Report

Michael Heckman, President and CEO, briefed the Committee on two items at the request of Chairman David Minberg.

The first item concerned MATCH regarding the Midtown Theater. MATCH support is a legacy contract that commenced in 2015, an eight-year contract. HFC's annual support is \$450,000, expiring in September 2023. Mr. Heckman explained that MATCH approached the City of Houston ("City") for an extensive re-up of the contract for HFC to provide increased funding for ten years. The City requested that HFC convene with MATCH and he, Desrye Morgan, and Alex Brennan-Martin, met with several of MATCH's board members to discuss the contract. Mr. Heckman also illuminated that conversations are ongoing and that the Board will discuss this item on February 16th during its Board Meeting.

After full and open discussion, Mr. Heckman summarized the Committee Members' discussion by stating that the Committee would not be inclined to approve a contract but would consider a pledge with conditions. Remediating considerations include HFC matching MATCH's fundraising, a requirement that all agreements between HFC and MATCH have a specified amount and time frame, and that MATCH provides HFC with its annual budget.

The second item concerned the Montrose Bridges. Mr. Heckman conveyed that the Texas Department of Transportation (TxDOT) installed lights on seven bridges before the Super Bowl in 2017 in participation with the Montrose Management District, which maintained the lighting after the project's completion. However, the Montrose Management District went inactive in late 2018 or early 2019, which caused HFC to assume responsibility for the Montrose Bridges' maintenance. In recent years the Montrose Bridges' lights have malfunctioned, which experts have determined is caused by a system failure. Mr. Heckman reported in April 2022 that light repairs would cost approximately \$1.5 million. He emphasized that Chairman Minberg requested that he inform the Committee of the issue and expressed that HFC is investigating affordable lighting repair options and identifying possible funding partners. Finally, Mr. Heckman added that he would also be briefing the Board on this item at the Board meeting.

Mr. Heckman mentioned that the newly estimated lighting repair cost is between \$4 to \$5 million. Roksan Okan-Vick, Urban Development Officer, added that the lighting repairs would last approximately 10 to 12 years.

Elizabeth Brock, Board Member, addressed concerns about HFC's legal responsibility stemming from the Montrose Bridges' use of colored lights and affecting crimes committed in the vicinity. Ms. Brock added that CenterPoint Energy did not own the lights because they are art-orientated, not safety-related.

B. Construction Update – Lynn Wyatt Square for the Performing Arts

Ms. Okan-Vick reported that the new latticed vent shafts for the garage were installed and could grow greenery. She also noted that workers formed the layers of the fountain and installed black waterproofing to place the cast stones. She also stated that the Gateway Gardens construction is progressing, and workers constructed the area with geofoam. Ms. Roksan expressed that the restaurant building is the most significant on-site three-dimensional design created. She also indicated that 14 large trees would be on the property, seven of which arrived, and seven are arriving soon.

Ms. Okan-Vick mentioned that Lynn Wyatt Square's completion date is early April, with the grand opening ceremony at the end of April or early May. Ms. Roksan added that the project remains on budget. Ms. Brock highlighted that late April is Earth Week, and the City will have a big event. Ms. Roksan reported that a team is working on additional sponsorships and fundraising because of significant interest.

C. Programming and Event Updates

Mr. Gonzalez noted that the Final Four would commence its move-in and signage installation from March 21st to the 30th. He also conveyed that the Men's Final Four Fan Fest will be from March 31st to April 3rd, and its move-out will be from April 3rd to the 4th. In addition, the 2023 National Association of Basketball Coaches ("NABC") Convention will be held concurrently with the Final Four events from March 30th to April 3rd. Mr. Gonzalez also disclosed that NABC's move-in is from March 21st to the 29th, and its move-out is on April 4th.

Todd Holloman, Vice President of Venues and Live Events, stated that HFC co-chaired the Ancillary Events Committee. Mr. Holloman also announced that the Final Four would have numerous ancillary events and there was facilitation with Warner Bros. Discovery on the campus footprint and layout. He also noted that HFC partnered with the Houston Police Department, the Houston Fire Department, the Office of Emergency Management, Houston Public Works, and several other organizations in preparation for the event.

Mr. Holloman stated that event programming would include Watch Parties at Avenida Houston, Final Four Fan Fest at the GRB, March Madness Music Festival at Discovery Green, Final Four Four-Miler at Hermann Square, and Final Four Dribble at Hermann Square to GRB.

Furthermore, Black History Month at Avenida Houston will be celebrated each Saturday in February with free concerts. Programming will include art, music, vendors, and activities for the entire family that reflect and celebrate Houston's rich diversity.

VI. **Adjourn.** The meeting adjourned at 11:17 a.m.

V. (A) Consideration and possible recommendation of a new one-time Grant Agreement between Houston First Corporation and Midtown Arts and Theater Center Houston ("MATCH").

Consideration and possible approval of a new one-time Grant Agreement between Houston First Corporation and Midtown Arts and Theater Center Houston ("MATCH").

DESCRIPTION: In 2013, Houston First Corporation contracted with Midtown Arts and Theater Center Houston ("MATCH") to fund MATCH \$450,000 per year for eight years after construction of the theater facility. Funding began on October 1, 2015 and the Grant Agreement will cease September 30, 2023.

Management proposes a new one-time Grant Agreement with MATCH beginning October 1, 2023 and ending March 31, 2025 with payments continuing in the amount of \$112,500 per quarter, not to exceed \$450,000 annually.

RESOLVED, that the Board of Directors of Houston First Corporation approves the following resolutions with regard to the approval of a new one-time Grant Agreement with the Midtown Arts and Theater Center Houston ("MATCH") in accordance with the above parameters:

RESOLVED, that the Board of Directors of Houston First Corporation hereby approves and authorizes an one-time new Grant Agreement beginning October 1, 2023 and ending March 31, 2025 with payments continuing in the amount of \$112,500 per quarter, not to exceed \$450,000 annually; together with such conditions or modifications that are approved by the President and Chief Executive Officer, as he may determine to be in the best interest of Houston First Corporation, and to execute such new Grant Agreement; the President and Chief Executive Officer hereby is, without the necessity for joinder of any other person, authorized, empowered and directed for and on behalf of Houston First Corporation to execute and deliver such new Grant Agreement in a form as approved by the President, or any Authorized Person (defined below), such approval to be conclusively established by the execution and delivery of a new Grant Agreement by any Authorized Person; and

FURTHER RESOLVED, that each of the President and Chief Executive Officer and General Counsel of Houston First Corporation are each hereby designated by Houston First Corporation as an "Authorized Person" for purposes of this resolution and with respect to the execution of a new Grant Agreement with MATCH; and

FURTHER RESOLVED, that the new one-time Grant Agreement executed by any Authorized Person, for and on behalf of and in the name of Houston First Corporation before or following the adoption of the foregoing resolution, in connection with the described transaction, be and is hereby ratified, confirmed, and approved in all respects for all purposes.



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HOUSTON FIRST CORPORATION
**OPERATIONS COMMITTEE
MEETING**

James Turrell – Twilight Epiphany Skyspace
RICE UNIVERSITY

HFC BOARD ROOM
Partnership Tower
Monday, March 20, 2023
1:00 p.m.



PUBLIC COMMENTS

Anyone who wishes to address the committee during the Public Comment session may do so by signing up on the Public Comment page at the front of the room.

HFC OPERATIONS COMMITTEE MEETING

March 20, 2023



MINUTES

February 14, 2023

HFC OPERATIONS COMMITTEE MEETING

March 20, 2023



HOUSTON FIRST PRESIDENT & CEO

MICHAEL HECKMAN

HFC OPERATIONS COMMITTEE MEETING
March 20, 2023

Houstonfirst

COMMITTEE UPDATE

A. NCAA Final Four preparations

JOHN GONZALEZ

Sr. Vice President & General Manager

HFC OPERATIONS COMMITTEE MEETING

March 20, 2023



COMMITTEE BUSINESS

- A. Consideration and possible recommendation of an agreement between Houston First Corporation and Midtown Arts and Theater Center Houston ("MATCH").

MICHAEL HECKMAN

President & Chief Executive Officer

HFC OPERATIONS COMMITTEE MEETING

March 20, 2023

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