

HOUSTON FIRST CORPORATION

MINUTES OF THE THEATER AND CONVENTION DISTRICT OPERATIONS COMMITTEE

JULY 20, 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 Thursday, July 20, 2017, 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 members participated in the meeting: Desrye Morgan, Dean Gladden, Harry Greenblatt, Tony Keane, Council Member Robinson, Gerald Womack and Dawn Ullrich.

Chairperson Morgan called the meeting to order at approximately 2:07 P.M. and a quorum was established.

1. **Public Comments.** Cindy Van Rensburg, President of Levy Convention Centers.
2. **Approval of Minutes.** After a motion duly seconded, the minutes from the May 25, 2017 Theater and Convention District Operations Committee meeting were approved as presented.
3. **Presentations**
 - A. **Plan Downtown.** Peter McStravick introduced Lonnie Hoogeboom, Downtown Management District, to give a presentation on Plan Downtown, a 20-year vision plan that will outline recommendations for short, middle and long-range planning, development and design within and around downtown Houston. He provided information on the partners, project identity, timeline, workshops, and concept plan.
4. **Consideration of and possible recommendation to the Board of Directors of an agreement with the Houston Downtown Management District related to the Downtown Development Framework.** Following Mr. Hoogeboom's presentation and discussion of this item, a motion was made and duly seconded to recommend a Sponsorship Agreement between Houston Downtown Management District and Houston First Corporation in the implementation of Plan Downtown to the Board of Directors for consideration and approval.
5. **Consideration of and possible recommendation to the Board of Directors of a Sponsorship and License Agreement with Houston Downtown Management District for the Greenlink Project.** Peter McStravick provided information related to the Greenlink Project. He stated that one of the previous partners, BG Group, has relocated and is no longer downtown. Therefore, while a replacement for BG Group is being sought, Houston First and the Houston Downtown Management District will continue as sponsors of the program. In exchange for sponsorship, Houston First will be listed as a sponsor on all media advertising, marketing materials and press releases. Following discussion on this item, a motion was made and duly seconded to

recommendation a Sponsorship and License Agreement with Houston Downtown Management District for the Greenlink Project to the Board of Directors for consideration and approval.

6. **Consideration and possible recommendation to the Board of Directors of a Parking License Agreement for parking spaces in the Theater District Parking Garage.** Mario Ariza advised the Committee that Shell was moving out of downtown and, as a result, and 1,500 spaces will become available. Mr. Ariza provided details related to a Parking License Agreement with a potential new, confidential client. Following discussion on this item, a motion was made and duly seconded to recommend a Parking License Agreement in the Theater District Parking Garage to the Board of Directors for consideration and approval.

7. **Updates**

- A. **COO Report – Theater District.** Mario Ariza advised the Committee that the Theater District Open House was scheduled for August 27th. He also mentioned that we are waiting for closing paperwork on Sunset Coffee Building.
- B. **COO Report – Convention Center.** Luther Villagomez provided an update on potential opening dates for Kulture, a groundbreaking date for Rustic and an expected completion date for Bud’s Pittmaster. Mr. Villagomez also provided information on art installations and advised that the George R. Brown Convention Center was participating in a security pilot program.
- C. **CFO Report.** Brenda Bazan reported that Avenida Houston has required more janitorial services than originally anticipated, which will result in an unfavorable variance at year end. However, she stated that an analysis is currently underway to project the 2017 janitorial expense and she will report back to the Committee upon its completion.
- D. **CEO Report.** Dawn Ullrich recognized Luther as the recipient of an Elite Award from Facilities and Destinations. She also advised the Committee that Mario Ariza was retiring at the end of August.

After a motion duly seconded, the meeting adjourned at approximately 3:00 P.M.

_____/s/

Pamela Walko, Secretary