

# MINUTES

## HOUSTON FIRST CORPORATION

---

**Theater District and Convention District Operations Committee  
July 11, 2018 – 3:00 P.M.  
Partnership Tower, 701 Avenida de las Americas, Ste. 200  
Houston, Texas 77010  
HFC BOARD ROOM**

*The Theater District and Convention District 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, July 11, 2018, commencing at 3:00p.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), Elizabeth Brock, and Jay Tatum. However, the Committee Chair did not call the meeting to order because a quorum was not established.*

The following Presentations were provided to both Houston First staff and the Committee members:

1. **Public Comments.** Chris Bupp and Katherine Putnam, Regional Vice President, of Levy discussed their support of Alpha Kappa Alpha, Inc. ("AKA") and the George R. Brown Convention Center ("GRB"). Levy will break a record in the Guinness Book of World Records for the largest silver service dinner in history at the AKA Boule with 18,587 guests. The Boule has been going very well and 45 managers throughout the country have come to assist with the event.

Levy also provided Committee members with a convention center trend report. Chris had the opportunity to represent the GRB at a trade show in Chicago, which is one of the top fifty trade shows in the country. There was a lot of great buzz about Houston and he was also featured in the Texas Meetings and Events Magazine where he discussed the growth of MWBE food vendors.

Luther Villagomez, Chief Operating Officer of the Convention and Theater Districts, further mentioned the size and scale of the banquet hall where the dinner was taking place and thanked his team, including John Gonzalez for their efforts.

2. **Review and approval of minutes from prior meeting.** As there was no quorum present, this item was not reviewed or approved.

### 3. Presentations and Reports.

A. Programming of Avenida Houston and Restaurants. Todd Holloman, Director of Convention Services, gave a brief recap of the spring season and overview of the upcoming fall season on Avenida Plaza. During the spring season, there were fifty-six events consisting of ninety-eight artists, of which 93% were local. There were four Party on the Plaza events that were moved from Wednesday to Thursday evenings for the spring season. Additionally, there were two art installations.

HFC was able to increase attendance by working with local partners during events like the Art Car Sneak Peak and a continued relationship with 104.1 KRBE. There has been a significant increase in alcohol sales and we will continue to work with our partners Silver Eagle Distributors and Bud Light. HFC continues to make sure all events use best practices for the safety of all patrons and is working with public safety officials. Party on the Plaza will return this fall with four events and two art installations in Discovery Green.

There was some discussion about changing the name on Party of the Plaza and possible re-branding. Desrye Morgan suggested that more be done to highlight the name Avenida and Elizabeth Brock asked what other names had been discussed. Todd Holloman further explained that there were on-going discussions about re-branding and noted the success of marketing at Discovery Green. Luther mentioned there were opportunities to work with Holly Clapham and the Marketing department and that he would follow up with an update.

Luther mentioned all the restaurants on Avenida were doing well and that Rustic was set to open in September, 2018.

B. Flood Recovery Status. Jim Garcia of Turner Construction Company gave the Project Manager Report. He started the presentation with photos of the active worksite. He went over the project schedule, which is on track to meet the September 1, 2018 re-opening date. The project is also within budget as HFC and Manhattan Construction agreed to a guaranteed maximum of less than \$70,000,000.

There were representatives from Arup, Harrison-Kornberg, Manhattan Construction, and Manhattan's FEMA consultant in attendance. Elizabeth Brock asked about where HFC was in the process with obtaining a FEMA reimbursement. HFC is in the very early stages of the FEMA reimbursement process and is currently working through the City of Houston. HFC has supplied all documentation requested at this time and met with the FEMA representative assigned to the City of Houston. There have been some slight challenges with the detail damage description due to the accelerated construction schedule, however, HFC has complied with all requests. Frank Wilson, Chief Financial Officer ("CFO"), further explained that all project worksheets thus far have been submitted in the FEMA portal with an anticipated reimbursement in three-four years with approximately a 20% Manhattan/Wortham draw.

Roksan Okan-Vick, Sr. Vice President of Regional Development, gave a presentation on the mitigation efforts related to flood recovery project. Mitigation is becoming front and center as we move forward in the reconstruction process. As a result of Hurricane Harvey, the water level was approximately 39.7 ft. above mean sea level (MSL), which is 2.8ft higher than Tropical Storm Allison. New mitigation is established at a height of 41ft' above MSL.

She further discussed some of the major breaches along Buffalo Bayou. A total of forty-one items were listed on a mitigation log that the construction team has been working to refine. The main focus has been to better secure the exterior of our facilities to avoid penetration in elevator shafts, stairwells, and flood doors. There is an additional solution in creating a pop-up flood barrier on Prairie Road, however, because the composition of the road must be altered, HFC must get approval from the City.

Roksan discussed an enlarged crawl space under Bayou Place "the cave" and options to fill the space to prevent flooding in the future. The current proposal is to have a new wall with rock riprap to secure the area, but it has proven expensive so the team is reviewing other options. Jay Tatum asked why HFC was working on this project outside of assets and Roksan explained that the City was the landlord of Bayou Place and both the City and Houston First Corporation were working collaboratively with Cordish.

Frank Wilson, CFO, gave a financial report on the recovery project. Frank projected the use of cash from the initial emergency phase through the recovery phase. The total spent so far is \$71,000,000 out of the \$150,000,000 budget. The City of Houston has contributed \$10,000,000 in insurance proceeds and has stated they could provide up to an additional \$25,000,000. Frank also provided information on diversity spend broken down by ethnicity. The total award so far is 38%.

4. **Consideration of, and possible recommendation of an Engineering Services Agreement with Jacobs Engineering Group Inc. for the George R. Brown Convention Center.** Peter introduced Steve Clark and the Jacobs Engineering team. No discussion was held and no action was taken.
5. **Consideration of, and possible recommendation of an Amendment to a Development Management Agreement with Griffin Partners, Inc. for Avenida Houston.** No discussion was held and no action was taken.