

HOUSTON FIRST CORPORATION

MINUTES OF THE THEATER AND CONVENTION DISTRICT OPERATIONS COMMITTEE

MARCH 8, 2016 – 12:00 P.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 Tuesday, March 8, 2016, commencing at 12:00 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, Gerald Womack and Dawn Ullrich. Tony Keane was absent.

Chairperson Morgan called the meeting to order at approximately 12:18 P.M. and a quorum was established.

1. **Public Comments.** None
2. **Approval of Minutes.** After a motion duly seconded, the minutes from the December 14, 2015 Theater and Convention District Operations Committee meeting were approved as presented.
3. **Committee Business.**
 - A. **Consideration and possible recommendation of an agreement with Rob Pelletier Construction, Inc. for an Air Wall Replacement Project at the George R. Brown Convention Center.** Luther Villagomez advised the Committee that the air walls in the George R. Brown Convention Center (GRB) are 29 years old and have become increasingly difficult to maintain. To remedy these issues, the staff recommends an agreement in the amount of \$2,520,400 (plus 10% limitation for change orders) to furnish and install eight air walls at the GRB. Following a thorough discussion on this item, a motion was made and duly seconded to recommend an agreement with Rob Pelletier Construction, Inc. for the air wall replacement project to the Board of Directors for review and approval.
 - B. **Consideration and possible recommendation of a Sublease and Operating Agreement between The Buffalo Bayou Partnership and Houston First.** Dawn Ullrich provided history of the maintenance and operations of the green space between Shepherd and Smith Streets. Sheila Turkiewicz provided the details related to the proposed 10-year contract with The Buffalo Bayou Partnership to operate and maintain the green spaces adjacent to Buffalo Bayou, commonly known as Sabine Promenade, Sesquicentennial Park I and Sesquicentennial Park II. The terms of the lease are as follows:

- Term: Ten years commencing on or about April 1, 2016.
- Fee: \$500,000 per 12-month period, subject to a CPI adjustment of no more than 3% commencing on the third term year.
- Capital Fund: \$50,000 per 12-month period to be used for capital projects, improvements or repairs other than routine maintenance and upkeep.
- Events: HFC may use the premises for up to 10 events each year on a complimentary basis.
- Disasters: For flooding in excess of 27 feet above normal water level, HFC shall perform remediation of weather-related damage. Damage caused by conditions declared a major disaster by the U.S. President or Texas Governor or floods exceeding 27 feet (as measured by the Harris County Flood Control District) are not the responsibility of Buffalo Bayou Partnership.

Following a thorough discussion on this item, a motion was made and duly seconded to recommend a 10-year Sublease and Operating Agreement between The Buffalo Bayou Partnership and Houston First to the Board of Directors for review and approval.

4. Announcements.

- A. Sheila Turkiewicz provided information regarding the opening of Sunset Coffee Building, the March 18th season opening of Miller Outdoor Theatre and committed to discuss the Miller Master Plan and Jones Plaza redesign at the next Committee meeting.
- B. Luther Villagomez briefed the Committee on the status of the construction in and around the Convention District, as well as information, events, and the traffic plan during Final Four.
- C. John Rolfe advised the Committee that a board portal provider had been selected and the implementation phase had begun.

After a motion duly seconded, the meeting adjourned at approximately 1:06 P.M.

/s/ _____

Pamela Walko, Secretary