

HOUSTON FIRST CORPORATION

MINUTES OF THE THEATER AND CONVENTION DISTRICT OPERATIONS COMMITTEE

October 6, 2015

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, October 6, 2015, commencing at 12:00 noon. 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, Dawn Ullrich and Gerald Womack. Tony Keane was absent.

Chairperson Morgan called the meeting to order at approximately 12:02 P.M. and a quorum was established.

1. Public Comments. None
2. Approval of Minutes. After a motion duly seconded, the minutes from the May 28, 2015 Theater and Convention District Operations Committee meeting were approved as presented.
3. Presentations. None
4. Construction Status Report. Peter McStravick provided a construction status report which included a pictorial presentation of various construction areas. He also advised the Committee that the Marriott Marquis and Partnership Tower had topped out. Further, he mentioned that Starbucks was scheduled to open on time and on budget.
5. Committee Business.
 - A. Consideration and recommendation of the Convention Facilities & Services 2016 Business Plan and Budget. Luther Villagomez covered the details of the items that are included in his 2016 business plan and budget. In addition to many upgrades to the George R. Brown Convention Center, Mr. Villagomez is also charged with programming for the new plaza, wharf and other areas, which will include the NFL Experience in February 2017. Also falling under his purview are maintenance and operation of various parking garages located around the Convention Center. He also oversees the Event Services department that ensures visitors to the GRB have a pleasurable experience and successful events. At the conclusion of Mr. Villagomez's presentation, Brenda Bazan covered the proposed 2016 budget, which included explanations for certain variances between 2015 projected expenses and proposed 2016 budgeted expenses. After a thorough discussion on this item, a motion was made and duly seconded to recommend the Convention Facilities & Services 2016 Business Plan and Budget as presented.

B. Consideration and recommendation of the Cultural Facilities & Services 2016 Business Plan and Budget. Sheila Turkiewicz presented the details of items that are included in the Cultural Facilities & Services 2016 business plan, which included goals for Wortham Center, Theater District sales and marketing, Theater District Parking, Jones Hall, Miller Outdoor Theatre and Houston First Outdoors. Many of the items included in the 2016 business plan are items that were identified in the Theater District Master Plan. Brenda Bazan followed Ms. Turkiewicz with a thorough discussion of the details of the proposed 2016 budget, including operating revenue and expenses, non-operating revenues and expenses and capital spending. Ms. Bazan also provided explanations for certain variances between 2015 projected expenses and proposed 2016 budgeted expenses. The Committee received answers to their questions, and then followed with a motion duly seconded to recommend the Cultural Facilities & Services 2016 Business Plan and Budget as presented.

6. Updates.

A. Parking Software. Luther Villagomez provided an update on the issues with the T2 parking software.

7. Announcements. None

8. Upcoming Meetings.

- A. Budget Workshop – November 9, 2015
- B. HFC Board Meeting – November 20, 2015

After a motion duly seconded, the meeting adjourned at approximately 1:11 P.M.

Pamela Walko

Pamela Walko, Secretary