

HOUSTON FIRST CORPORATION

MINUTES OF THE THEATER AND CONVENTION DISTRICT OPERATIONS COMMITTEE

FEBRUARY 4, 2015

4:00 P.M.

The Theater and Convention Districts 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 Wednesday, February 4, 2015, commencing at 4:00 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, Gerald Womack and Dawn Ullrich.

Chairperson Morgan called the meeting to order at approximately 4:03 P.M. and a quorum was established.

1. Public Comments. The following people signed up to speak regarding the janitorial contract:

Margo Pena

Ana Franco

Maria Xichin

2. Approval of Minutes. After a motion duly seconded, the minutes from the November 17, 2014 Theater and Convention District Operations Committee meeting were approved. Tony Keane abstained.
3. Presentations. None
4. Committee Business.
 - A. Consideration and adoption of a Theater and Convention District Operations Committee Charter. Lisa Hargrove provided an overview of the Committee charter, including procurement, open meetings, open records and terms. After a motion duly seconded, the Theater and Convention District Operations Committee Charter was approved.
 - B. Consideration and possible recommendation of an Event Cleaning and Janitorial Services Agreement with Midwest Maintenance Company, Inc. Rob Jackson briefed the Committee on the history, background and process used to select Midwest Maintenance Company, Inc. for the Event Cleaning and Janitorial Services Agreement. Bill Bux, of Locke Lord, was also in attendance to address this item. The Committee requested that Houston First suggest to Midwest Maintenance Company that they consider years of service for current Aramark employees and that they provide a report on ISSA certifications. After motion duly seconded, this item was recommended to the Board for approval.

5. Updates.

- A. Mario Ariza provided an update on the Theater District and Miller Outdoor Theatre Master Plans. He stated that they are almost complete and that full presentations of each Master Plan will be provided individually to the Committee at the next two upcoming meetings.
- B. Mr. Ariza also provided an update on the construction of the Sunset Coffee Building. It is anticipated that the construction will be completed in mid-May. An opening event will be scheduled for October 2015.
- C. Luther Villagomez briefed the Committee on the ongoing Convention District construction projects. A hard hat tour will be scheduled in the near future.

After a motion duly seconded, the meeting adjourned at approximately 5:01 P.M.

Pamela Walko

Pamela Walko, Secretary