

AGENDA

HOUSTON FIRST CORPORATION

BOARD OF DIRECTORS MEETING
November 15, 2018 – 3:00 P.M.
Partnership Tower, 701 Avenida de las Americas, Ste. 200
Houston, Texas 77010
HFC BOARD ROOM

BOARD MEMBERS:

David Mincberg, (Chair), Desrye Morgan, (Vice-Chair), Sofia Adrogué, Elizabeth Brock, Katy Caldwell, Nicki Keenan, Ryan Martin, Alex Brennan-Martin, Paul Puente, Bobby Singh, Jay Tatum, Gerald Womack, Jay Zeidman, Council Member Dave Martin, Ex-officio, Council Member David Robinson, Ex-officio

In accordance with the Texas Open Meetings Act, this Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located on the exterior wall of the Houston City Hall building, located at 901 Bagby. The Agenda is also available online at <https://www.houstonfirst.com>.

To reserve time to appear, come to the meeting at least ten minutes prior to the scheduled public session shown on the Agenda.

Any questions regarding this Agenda, or requests for special needs assistance, should be directed to Lisa K. Hargrove, General Counsel at either 713.853.8965 or Lisa.Hargrove@houstonfirst.com

Code of Business Conduct and Ethics – As a reminder, under Houston First Corporation's Code of Business Conduct and Ethics Policy, if you have a potential conflict of interest that you have not previously disclosed relating to a transaction or arrangement being discussed or voted on, you should notify the Chair and refrain from voting on the transaction or arrangement and recuse yourself from the discussion on the matter at hand. You should have received a copy of the Policy, but if not, let us know and we will provide one for you.

- I. Call to Order**
- II. Public Comments**
- III. Minutes – October 18, 2018**

IV. Presentations, Reports and Updates

- A. Flood Recovery Status
 - Project Manager Report
- B. Financial Report
- C. Community Sponsorship Report
- D. 2019 Legislative Agenda
- E. 2018 Purchase Orders between \$50,000 – \$250,000
- F. Smithsonian Initiative

V. Board Business

- A. Consideration and possible approval of the annual election of officers pursuant to the Houston First Corporation Bylaws.
 - i. Brenda Bazan, President
 - ii. Frank Wilson, Treasurer
 - iii. Lisa Hargrove, Secretary
 - iv. Frank Wilson, Investment Officer
- B. Consideration and possible approval of the 2019 Hilton Americas-Houston Hotel's Strategic Plan and Budget.
- C. Consideration and possible approval of the 2019 Houston First Corporation's Strategic Plan and Budget, inclusive of Capital Plans.
- D. Consideration and possible approval of an Elevator–Escalator Maintenance and Repair Services Agreement with Elevator Repair Service, Inc.

VI. Executive Session:

Executive (closed) session pursuant to Texas Government Code Section 551.072 for the purpose of deliberations regarding real estate matters.

VII. Board Business Continued

Consideration and possible approval of a Letter of Intent regarding property located at the intersection of Texas Avenue and Avenida de las Americas, Houston, Texas.

VIII. Announcements

- A. Report by Houston First Chairman
- B. Report by Houston First President

IX. Adjournment