

MINUTES

HOUSTON FIRST CORPORATION

BOARD OF DIRECTORS MEETING

July 15, 2021 – 4:00 P.M.

Partnership Tower, 701 Avenida de las Americas, Suite 200

Houston, Texas 77010

HOUSTON FIRST BOARD ROOM

The Board of Directors (“Board”) 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., held a meeting at Partnership Tower, 701 Avenida de las Americas, Suite 200, Houston, Harris County, Texas 77010, on Thursday, July 15, 2021, 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 Board members participated in the meeting: David Mincberg (Chair), Elizabeth Brock, Nicki Keenan, Alex Brennan-Martin, Reginald Martin, Paul Puente, Tom Segesta, Gerald Womack, Jay Zeidman, Mayor Pro-Tem Dave Martin, Ex-Officio, and Council Member David Robinson, Ex-Officio.

The Chairman of the Board called the meeting to order at 4:03 p.m. and a quorum was established.

1. **Public Comments.** None.
2. **Review and approval of minutes from prior meeting.** Following a motion duly seconded, the meeting minutes of June 17, 2021 were unanimously approved as presented.

Gerald Womack requested additional information regarding employee retention based on discussion included in the minutes of June 17, 2021. HFC Acting President & CEO, Michael Heckman, stated that he would contact Mr. Womack directly to discuss the matter in further detail.

3. **Presentations and Reports.**
 - A. **Houston First Chairman Report.** The Chairman commented on the increase in activity in downtown Houston over the past weekend with Anime Matsuri and the Houston Astros hosting the New York Yankees. He also stated that he recently traveled to Dallas and all establishments were busy, so there is a return to business everywhere.

Nicki Keenan concurred and stated that there was an influx in short-term demand for hotels over the weekend, and the Westin Hotel located in downtown Houston was sold out Friday and Saturday night. Ms. Keenan further explained that Galveston hotels struggled to sell out through the 4th of July holiday due to weather, but she anticipates a strong pick up as conditions improve.

There was further discussion regarding the increase in activity in downtown Houston and HFC Acting President & CEO, Michael Heckman, added that last week downtown hotels were at 80% occupancy over the weekend and 60% occupancy during the weekdays. He also stated that HFC generated \$300,000 in convention district parking. He then informed the Board that Comicpalooza is taking place over two days this coming weekend and he anticipates a great event that will generate even more activity in downtown Houston. He also noted that HFC recently hosted its first large convention with Shriner's International and looks forward to the next six months and the lineup of events leading into 2022.

HFC Chief Financial officer, Frank Wilson, announced that HFC was awarded a Shuttered Venue Operators Grant in the amount of \$660,000 from the Small Business Administration that will cover expenses related to capital projects, such as elevator repair at Jones Hall, personnel, and marketing. He also stated that the bond refunding with the City of Houston was a success and will result in a net present-value savings for HFC in the amount of \$6.5 million.

Paul Puente asked if a solicitation will be issued for the elevator repairs at Jones Hall and HFC General Counsel, Lisa Hargrove, confirmed that a solicitation will be prepared and issued.

The Chairman then concluded his report and moved to Executive Session.

4. **Executive Session**

Executive (closed) session pursuant to Texas Government Code Section 551.087 for the purpose of deliberations regarding economic development business opportunities related to hosting the production of a prospective television series in Houston.

The Board and HFC management entered executive session at 4:15 p.m. and returned at 4:50 p.m.

5. **Board Business.**

- A. *Consideration and possible approval of the negotiation and finalization of a Brand Integration Agreement with The Mission Productions, LP related to the hosting of a television series production in Houston.*

Following a motion duly seconded, the item was approved unanimously.

4. **Adjournment.** The meeting was adjourned at 4:51 p.m.