

4/15/19  
2:30 PM  
JF

# AGENDA

## HOUSTON FIRST CORPORATION

**BOARD OF DIRECTORS MEETING**  
**April 18, 2019 – 3:00 P.M.**  
**Partnership Tower, 701 Avenida de las Americas, Ste. 200**  
**Houston, Texas 77010**  
**HFC BOARD ROOM**

**BOARD MEMBERS:**

*David Minckberg (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](mailto: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 – March 21, 2019**

**IV. Presentations, Reports and Updates**

- A. CFO Financial Report
- B. CFO Report - Budget to Actual 2019
- C. 2019 Purchase Orders between \$50,000 - \$250,000
- D. Legislative Report
- E. Community Sponsorship Report
- F. Diversity Update – 2018 Year End
- G. World Petroleum Congress Update
- H. Sales Update
- I. Tourism Update
- J. Film Commission Update

**V. Executive Session:**

Executive (closed) session pursuant to Texas Government Code Section 551.072 for the purpose of consultation with Houston First Counsel regarding real estate.

**VI. Announcements**

- Report by Houston First Chairman
- Report by Houston First President

**VII. Adjournment**