

# AGENDA

## HOUSTON FIRST CORPORATION

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**BOARD OF DIRECTORS MEETING**  
**September 20, 2018 – 3:00 P.M. \***  
**George R. Brown Convention Center Board Room 3.0**  
**Houston, Texas 77010**

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**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](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 – August 16, 2018**

*\* To be preceded by an optional tour of the newly-renovated model rooms at the Hilton Americas-Houston Hotel, located at 1600 Lamar, Houston, Texas 77010, from approximately 2:00-2:45 p.m.; departing from the second floor of the Hotel near the convention center skybridge.*

## **IV. Presentations, Reports and Updates**

- A. Flood Recovery Status
  - Project Manager Report
- B. Financial Report
- C. Community Sponsorship Report
- D. 2018 Purchase Orders between \$50,000 – \$250,000
- E. Diversity Report
- F. Tourism Update

## **V. Board Business**

- A. Consideration and possible approval of a Tourism Advertising and Consulting Agreement with MMGY Global.
- B. Consideration and possible approval of the 2018 Houston Consular Ball on Saturday, October 13, 2018 at the George R. Brown Convention Center.
- C. Consideration and possible approval of the negotiation and finalization of (i) a Services Agreement with WPC Organizing Committee and (ii) various other agreements, including a financial guaranty, that may be required to support and host the 23<sup>rd</sup> World Petroleum Congress in Houston, December 6-10, 2020.
- D. Consideration and possible approval of additional funding for Manhattan Construction Company and a comparable increase to the guaranteed maximum amount (GMAX) for the repair and replacement of electrical equipment at Wortham Theater Center.
- E. Consideration and possible approval of design parameters and initial funding for the 2019 Hilton Americas-Houston Hotel capital plan for the guest room renovation project.

## **VI. Executive Session:**

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

## **VII. Announcements**

- Report by Houston First President

## **VIII. Adjournment**