

**HOUSTON FIRST CORPORATION**  
**MINUTES OF THE HOTEL COMMITTEE**  
**March 7, 2017**

The Hotel 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 Partnership Tower, 701 Avenida de las Americas, , Houston, Harris County, Texas 77010, in the 2<sup>nd</sup> floor boardroom on Tuesday, March 7, 2017, commencing at 3:30 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: David Solomon, George DeMontrond and Dawn Ullrich.

Chairperson Solomon called the meeting to order at approximately 3:37 p.m. and a quorum was established.

1. **Public Comments.** None.
2. **Approval of Minutes.** A motion was made and duly seconded to approve the minutes of the October 20, 2016 Hotel Committee meeting as presented. George DeMontrond abstained.
3. **Presentations.** None.
4. **Updates.**
  - A. **General Manager.** Jacques D'Rovencourt introduced Erick Castro, who provided a summary of the 2017 forecast and 2017 budget. He stated that Hilton is trending in a positive direction. He also advised the committee that there would be reductions in shuttle service and room service hours to increase efficiency.

Logan Ashcraft, Director of Revenue Management, reported that a new comp set had been created. In addition, he was pleased to report a 7.3% growth in RevPAR Index in 2016 over the prior year. A discussion ensued regarding any potential impacts due to the competitive set change, as well as the mechanics of the calculation of management fees.

Mr. D'Rovencourt covered sell outs and sell out efficiency, Super Bowl results, capital projects, Blue Energy (culture) update and sales highlights.
  - B. **Avenida Houston.** Steve Miller updated the committee on the goal, strategies and implementation for the recently opened Avenida Houston campus. He also briefed the committee on the composition and charge of the Avenida Houston Communications Council
  - C. **COO Report.** Peter McStravick updated the committee on the status of the garage hotel, Hotel Alessandra and Le Meridien.

The meeting adjourned at approximately 5:05 p.m.

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Pamela Walko, Secretary