

MINUTES

HOUSTON FIRST CORPORATION

HOTEL COMMITTEE MEETING
June 17, 2025, beginning at 8:30 A.M.
Partnership Tower, 701 Avenida de las Americas, Suite 200
Houston, Texas 77010
HOUSTON FIRST BOARD ROOM

The Hotel Committee (“Committee”) 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 Tuesday, June 17, 2025, at 8:30 a.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.

- I. **Call to Order.** The meeting was called to order at 8:32 a.m., and a quorum was established with Ryan Martin (Chair), Alex Brennan-Martin, and Bobby Singh in attendance. Paul Puente arrived at 8:39 a.m. Wea Lee was not present.
- II. **Public Comments.** None
- III. **Minutes.** Following a duly seconded motion, the minutes for November 6, 2024, were approved as presented. Paul Puente was not present during the vote.
- IV. **Presentations, Reports, and Updates**

Jacques D’Rovencourt, Hilton General Manager, introduced Jordan Kitchens, the new Hilton Director of Sales.

Mr. D’Rovencourt provided an update on the first five months of the year, noting overall success based on net income. He explained that there was a slight decline in room revenue year-to-date due to underperformance from groups and some cancellations. He stated that food and beverage revenue remained strong, supported by group business and local catering, and added that other revenue increased, including parking. Mr. D’Rovencourt highlighted March as the strongest month and noted that expenses were down and the average daily rate above budget.

Mr. D'Rovencourt then provided an update on the four-year forecast. He noted that due to the slower summer months, the hotel has not yet been able to fully replace some of the business lost compared to the same period last year. As a result, he added, room revenue is expected to decline slightly in the short term. He stated that his team continues to work diligently to fill the gap. He added that food and beverage revenue is also projected to be slightly down. He stated that overall revenue is projected to exceed last year's performance, with positive momentum continuing.

Cynthia Mondragon, Hilton Commercial Director, reports that market share increased and RevPar was up year-over-year, driven primarily by rate increases.

Jordan Kitchens, Hilton Director of Sales, provided an update on group room night bookings and sales activity through 2028.

Michael Heckman, President & CEO of the Corporation, added the sales team is actively pursuing large conventions and noted ongoing marketing and messaging efforts underway to support future growth.

Ms. Kitchens shared highlights regarding industry recognition, quality assurance, and guest satisfaction.

- vi. **Adjourn.** The meeting adjourned at 9:15 a.m.