

## **Imbalance Task Force Meeting Arrangements**

**Date:** Monday February 8, 1999

**Location:** Transco Tower  
Level 5 Assembly Room (adjacent to the Cafeteria)  
2800 Post Oak Blvd.  
Houston, Texas

**Directions:** Transco Tower is located on Post Oak Blvd between Westheimer and Richmond in the Galleria area. It can be accessed from the I-610 West (the West Loop) at the Westheimer exit. Turn west on Westheimer and go one block to Post Oak Blvd and turn left. Go to the 3rd light, Hidalgo, and turn right. Take your first right by the Water Wall and you'll see the garage on your left. Park in the Visitor's Parking.

**Contact:** Dale Davis            713-215-2396  
Deanna Rhoads        713-215-3036  
(during the meeting, Deanna will be able to receive and relay messages for participants)

**Food:** Williams Gas Pipeline will provide a continental breakfast each morning. For lunch, we suggest taking advantage of the numerous eating establishments in the Galleria, a short walk from our office. They include Chili's, Beck's Prime, The Cheesecake Factory, Ninfa's, Orient Express, and many others. Or, you may eat in Williams' cafeteria.

**Hotels in the area:** There are two hotels connected to the Galleria and the Transco Tower via a walkway. They are within easy walking distance.

Westin Oaks    713-623-4300  
Westin Galleria 713-960-8100

**General:** The attire for the meeting will be business casual. The Transco Tower is a no-smoking zone. Smokers are accommodated on the 8th floor of the parking garage.