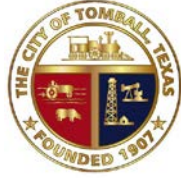


**MINUTES OF SPECIAL
TOURISM ADVISORY COMMITTEE MEETING
CITY OF TOMBALL, TEXAS**



**MONDAY, FEBRUARY 16, 2011
6:00 P.M.**

1.0 Call to Order

The meeting was called to order by Chair Holly Cook. Other Committee members present were:

Ken Shuman
Mary Harvey
Jeffie Cappadonna
Beverly Leday
Rodney Hutson
Ronald Tocci

Members absent:

Kevin Lala

Others present:

City Manager – George Shackelford
City Secretary – Doris Speer
Assistant to City Manager – Shawn Cox

2.0 No Public Comments were received. Holly Cook reminded board members of the Special meeting scheduled for Monday, February 28, 2011 at 6 p.m.

3.0 Motion was made by Jeffie Cappadonna, second by Mary Harvey, to approve the minutes of the Special January 24, 2011 Tourism Advisory Committee meeting.

Motion carried unanimously.

4.0 New Business:

4.1 Shawn Cox and Grady Martin presented an overview regarding the Tomball Sister City Organization's grant application for HOT funds to assist in the German Heritage Festival.

Motion was made by Ken Shuman, second by Jeffie Cappadonna, to recommend approval of the TSCO's grant application, pending presentation of supporting documentation of the TSCO total budget of \$120,000 and to allow TSCO to draw from the grant line item.

Motion carried unanimously.

- 4.2 Shawn Cox presented the Tourism Advisory Committee Covenant. Motion was made by Rodney Hutson, seconded by Jeffie Cappadonna, to adopt the Tourism Advisory Committee Covenant as presented.

Motion carried unanimously.

- 4.3 Shawn Cox presented Administrative Policy Number 22, Hotel Occupancy Tax Grant Process, containing the revisions requested by the Committee. Motion was made by Mary Harvey, second by Ken Shuman, to recommend the proposed amendments to Administrative Policy Number 22, Hotel Occupancy Tax Grant Process to City Council for approval.

Motion carried unanimously.

- 4.4 Discussion was held regarding Comparison TAC Boards and Projects. Consensus of the Committee was unanimous to place this item on the February 28, 2011 agenda. No action needed.

- 4.5 Shawn Cox presented information regarding the City's Hotel Occupancy Fund financial history. Consensus of the Committee was unanimous to place this item on the February 28, 2011 agenda. No action needed.

- 4.0 Motion was made by Mary Harvey, second by Jeffie Cappadonna to adjourn.

Motion carried unanimously.

Meeting adjourned.

PASSED AND APPROVED this 28th day of February 2011.

Doris Speer
Doris Speer, TRMC
City Secretary

Holly Cook
Holly Cook
Chair