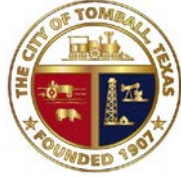


**MINUTES OF SPECIAL
TOURISM ADVISORY COMMITTEE MEETING
CITY OF TOMBALL, TEXAS**



**MONDAY, JANUARY 24, 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
Kevin Lala
LeMar Barr
Ronald Tocci

Others present:

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

1.1 Election of Vice Chair

Nominations were accepted for Vice Chair; Rodney Hutson nominated Mary Harvey and Ronald Tocci nominated LaMar Barr. Nominations ceased; votes were received as follows:

Mary Harvey	<u>5</u>
LaMar Barr	<u>4</u>

Mary Harvey is elected as Vice Chair.

2.0 No Public Comments were received.

3.0 New Business:

- 3.1 Shawn Cox presented Ordinance 95-03, Rules and Procedures adopted by Tomball City Council for City Boards and Commissions, and the Leadership Covenant adopted by Tomball City Council in 2009. Discussion was held regarding the City's Rules of Procedures for City boards and possible items to be included in a Tourism Advisory Committee Covenant. Suggested items will be considered at the next meeting.
- 3.2 Shawn Cox presented the following information for review and discussion regarding allowed uses of hotel occupancy tax (HOT) revenues:
 - A. City of Tomball Ordinance No. 2010-21, establishing the Tourism Advisory Committee
 - B. Tax Code, Chapter 351. Municipal Hotel Occupancy Tax, Subchapter B. Use and Allocation of Revenue
- 3.3 Shawn Cox presented Administrative Policy Number 22, Hotel Occupancy Tax Grant Process, for the Committee's review and possible recommendations to City Council. Suggested revisions will be presented for review at the next meeting for possible recommendations to City Council. Consensus of Committee was unanimous to request that City staff provide information regarding TAC boards and projects of similar cities for consideration at the next meeting.
- 3.4 Motion was made by LaMar Barr, second by Mary Harvey, to establish the fourth Monday of the first month of each quarter at 6:00 p.m. as the regular meeting date and time for the Tourism Advisory Committee.

Motion carried unanimously.

Regular meeting dates for 2011 are April 25, 2011, July 25, 2011, and October 24, 2011.

Motion was made by Mary Harvey, second by Jeffie Cappadonna, to set a special meeting date on Monday, February 28, 2011 at 6:00 p.m. for general discussion regarding possible projects.

Motion carried unanimously.

4.0 Motion was made by LaMar Barr, second by Mary Harvey to adjourn.

Motion carried unanimously.

Meeting adjourned.

PASSED AND APPROVED this 16th day of February 2011.

Doris Speer
Doris Speer, TRMC
City Secretary

Holly Cook
Holly Cook
Chair