

CITY OF TOMBALL

APPLICATION FOR USE OF HOTEL OCCUPANCY TAX

Applications may be mailed or hand delivered to:

Finance Director
City of Tomball
501 James Street
Tomball, TX 77375

Applicant Organization: Greater Tomball Area Chamber of Commerce

Organization Director: Bruce Hillegeist

Project or Event for which funding is requested: Visitor Center

Date of Event: Monday-Friday 8am-5pm

Description of project or event for which funding is requested: serving the public with questions about Tomball

Location of project or event: 29201 Quinn Road, Suite B, Tomball, TX 77375

GRANT AMOUNTS:

Amount Requested for Current Fiscal Year:	<u>2022-2023</u>	<u>\$ 10,000</u>
Amount Received for Previous Fiscal Year:	<u>2021-2022</u>	<u>\$ 10000</u>
% increase requested over last year's grant:	<u>0</u> %	

Organization Budget Summary for Previous Fiscal Year 2022 Budget Attached

	City Funds	Other Funds	Total
Personnel			
Contracted Services			
Travel			
Rental Expense			
Depreciation/Mortgage	N/A		
Advertising			
Insurance			
Other Expenses			
Volunteer Time	N/A		
Donated Goods/Services	N/A		
Total			

Grants to an organization will not exceed 35% of the organization’s adopted budget for the fiscal year shown above.

FUNDS FROM SOURCES OTHER THAN THE CITY OF TOMBALL


<u>Government</u>	<u>Amount of Funds</u>
Local	_____
County	_____
State	_____
Federal	_____
<u>Other Investors/Contributors</u>	
Individual	_____
Corporate	_____
Foundations	_____
<u>Fees</u>	
Admissions	_____
Applications	_____
Vendors	_____
Tuition	_____
<u>Concessions</u>	_____
<u>Memberships</u>	_____
<u>Subscriptions</u>	_____
<u>Other</u>	_____
Total	\$ _____

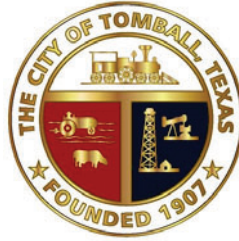
How many people do you expect will visit Tomball from out-of-town as a result of this project or event?
Explain the basis for your answer to the preceding question: 500 annually, with numerous daily calls and walk in customers; 500 is a conservative estimate

Are attendees for this event or users of this project expected to stay overnight in Tomball hotels or motels? If you answer to this question is Yes, state the basis for your answer: Yes, every day people ask the staff for hotel options in the area and for activities to do while in town

Organization Contact Name: Brandy Beyer, Vice President
Title: Brandy Beyer, Vice President
Address: Brandy Beyer, Vice President
Phone Number: Brandy Beyer, Vice President

Contact's Signature: Brandy Beyer
Date: 07/15/2022

 Digitally signed by Brandy Beyer
DN: cn=Brandy Beyer, o=Greater Tomball Area Chamber of Commerce, ou, email=bbeyer@tomballchamber.org, c=US
Date: 2022.07.15 10:11:00 -0500



VALIDATION OF APPLICATION

The signatory declares that he/she is an authorized official of the applicant, is authorized to make this application, and certifies that the information in this application is true and correct to the best of his/her knowledge. Signatory further declares that applicant, if previously funded by the City of Tomball, has successfully fulfilled all prior Grant contract obligations.

Brandy Beyer Digitally signed by Brandy Beyer
DN: cn=Brandy Beyer, o=Greater Tomball Area Chamber of
Commerce, ou, email=bbeyer@tomballchamber.org, c=US
Date: 2022.07.15 10:13:35 -05'00'

Signature of Authorizing Official

07/15/2022

Date

Brandy Beyer

Typed Name

Vice President

Title within Organization

281.351.7222

Telephone

bbeyer@tomballchamber.org

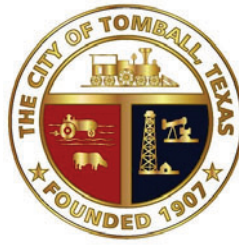
Email address



NARRATIVE QUESTIONS

Please look at the criteria in the grant guidelines when you answer the following questions. **Be specific and give examples.** Answers to individual questions should be as brief as possible and should in no case exceed one page.

1. Describe the history and purpose of the organization.
2. Describe how any grant funds will be used.
3. List the programs and activities for the grant year.
4. Show evidence of growth in community support prior to the grant year. Include the number of performances, exhibitions, audience sizes, services or enrollment. Be sure to include specific information as to the percent of activities taking place within the City of Tomball.
5. How does your project/event qualify for use of Municipal Hotel Occupancy Tax funds as defined in the Hotel Occupancy Tax Guidelines?
6. How do you publicize your activities? How do you evaluate these efforts and what have you done to increase the effectiveness of your marketing efforts?
7. Explain the public benefits to the City of Tomball that will result from your organization's efforts.
8. What is your organization doing to bring visitors to Tomball, to stay in local hotels and otherwise support the hospitality industry?



OTHER REQUIRED DOCUMENTATION

The following information is required to process the grant application:

1. Articles of Incorporation, if applicable
2. Constitution and/or By-Laws
3. If your organization's budget exceeds \$100,000 (exclusive of in-kind) attach a copy of the last independent audit of financial records. If no audit was completed, explain why.
4. Schedule of Board of Directors meetings for the period of October 1 of the current year through September 30 of the following year. Board of Directors meetings must occur at least once per quarter.
5. Resumes of principal staff and artists or relevant job descriptions.
6. Depending on the nature of the project or event for which grant funding is requested, the organization will obtain a Certificate of Insurance for liability coverage as outlined in the attached Exhibit A. The City of Tomball requires each grantee having an event in the City aimed to attract both residents and tourists to have liability insurance to protect the public for acts by the grantee. This mandated coverage does not cover the grantee or any of its members. We encourage the grantee to acquire insurance to cover itself and its members as it deems fit. Please see your insurance agent for the local government endorsement. The cost of the local government endorsement may be included as part of your budget to be considered for a grant.

OPTIONAL SUPPORTING DOCUMENTATION

This should be additional material that you wish to attach that further explains the activities of your organization such as:

1. Long Range Plan – 3-5 years
2. One labeled videotape of performance(s), exhibits, workshops, capital project and /or other activities for which City of Tomball grant funds will be utilized.
3. Programs, publicity, articles, reviews, etc.
4. Letters of support from patrons or other organizations in the community.

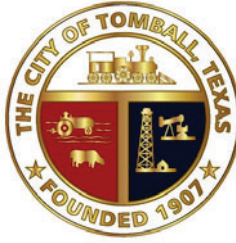


EXHIBIT A

Organization shall procure and maintain for the duration of the grant agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the services performed or to be performed hereunder by the Organization its agents, representatives, employees, volunteers, officers, directors or sub-contractors.

The organization shall maintain insurance with limits not less than \$500,000 per occurrence, \$1,000,000 aggregate and will be as broad as ISO Form Number GL 0002 (Ed 1/72) covering Comprehensive General Liability and ISO Form Number GL 0404 covering Broad Form Comprehensive General Liability, or ISO Commercial General Liability coverage ("occurrence for CG 0001). Coverage will include: A) Premises – Operations; B) Broad Form Contractual Liability, C) Broad Form Property Damage and D) Personal Injury.

The policy will be endorsed to contain the following provisions: The City, its officials, employees, volunteers, Boards and Commissions are to be added as "Additional Insured" in respect to liability arising out of any activities performed by or on behalf of the Organization. The policy shall contain no special limitations to the scope of coverage afforded to the City. The Organization's insurance shall be primary and any insurance or self-insurance shall be in excess of the Organization's insurance and shall not contribute with it. Certificate must include a waiver of subrogation as regards to the workers compensation policy. If your organization has no employees, and therefore does not carry workers compensation insurance, you must provide to the City of Tomball a letter stating that you have no employees and therefore do not carry workers compensation insurance.

Insurance shall be placed with insurers with an A.M. Best rating of no less than A:VI or a Standard & Poor rating of A or better.

The Organization shall furnish the City with a certificate of insurance which shows the coverage provided. The insurance policy will be endorsed to state that coverage shall not be suspended, voided, canceled, non-renewed, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.

Visitor Center Budget

Rent	25,974.00
CAM Expense	12,000.00
Office Supplies/Postage	1,200.00
Personnel	29,000.00

Total Expenses: 68,174.00

Grant Request:	10,000.00
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Greater Tomball Area Chamber of Commerce
2022 Budget Overview
January through December 2022

	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	TOTAL Jan - Dec 22
Ordinary Income/Expense													
Income													
Income													
Rent Income	5,385.00	5,385.00	5,385.00	5,385.00	5,385.00	5,385.00	5,385.00	5,385.00	5,385.00	5,385.00	5,385.00	5,385.00	64,620.00
Capital Campaign	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	36,000.00
Health & Wellness		1,000.00			1,000.00	4,000.00	1,000.00			1,000.00			8,000.00
Hotel/Motel Tax									35,000.00				35,000.00
First Friday	2,000.00	2,200.00	2,200.00	2,000.00	2,000.00	1,800.00	1,800.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	24,000.00
Networking Breakfast	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	500.00	500.00	5,000.00
Women's Committee	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	5,500.00	400.00	400.00	400.00	9,900.00
Interest Income	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	2,280.00
Membership Dues													
New	8,000.00	10,000.00	9,000.00	9,000.00	8,000.00	6,000.00	6,000.00	8,000.00	8,000.00	10,000.00	10,000.00	8,000.00	100,000.00
Allowance Non-Renewal	-4,177.75	-6,612.75	-1,731.00	-2,208.50	-1,484.50	-2,289.00	-2,205.25	-2,314.75	-3,393.25	-3,412.00	-2,173.50	-2,383.75	-34,386.00
Renewal	41,777.50	66,127.50	17,310.00	22,085.00	14,845.00	22,890.00	22,052.50	23,147.50	33,932.50	34,120.00	21,735.00	23,837.50	343,860.00
Total Membership Dues	45,599.75	69,514.75	24,579.00	28,876.50	21,360.50	26,601.00	25,847.25	28,832.75	38,539.25	40,708.00	29,561.50	29,453.75	409,474.00
Miscellaneous Income	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	355.00	4,260.00
Publications/Products													
Magazine/Map/Website	1,000.00		9,000.00	1,250.00			1,000.00	1,000.00		750.00			14,000.00
Total Publications	1,000.00	0.00	9,000.00	1,250.00	0.00	0.00	1,000.00	1,000.00	0.00	750.00	0.00	0.00	14,000.00
Special Events													
Tomball Together/Tidings					10,000.00							6,000.00	16,000.00
Banquet	5,000.00	17,000.00											22,000.00
Golf Classic		6,000.00	20,000.00										26,000.00
Tomball Night						8,000.00	15,000.00	6,000.00					29,000.00
Holiday Parade									3,000.00	10,000.00	12,000.00		25,000.00
Miss Tomball Pageant									4,000.00	18,000.00	13,000.00		35,000.00
Total Special Events	5,000.00	23,000.00	20,000.00	0.00	10,000.00	8,000.00	15,000.00	6,000.00	7,000.00	28,000.00	25,000.00	6,000.00	153,000.00
Total Income	63,329.75	105,444.75	65,509.00	41,856.50	44,090.50	50,131.00	54,377.25	47,562.75	97,369.25	82,188.00	66,391.50	47,283.75	765,534.00
Total Income	63,329.75	105,444.75	65,509.00	41,856.50	44,090.50	50,131.00	54,377.25	47,562.75	97,369.25	82,188.00	66,391.50	47,283.75	765,534.00
Gross Profit	63,329.75	105,444.75	65,509.00	41,856.50	44,090.50	50,131.00	54,377.25	47,562.75	97,369.25	82,188.00	66,391.50	47,283.75	765,534.00
Expense													
Building Expense													
Alarm	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	300.00
Cleaning	740.00	740.00	740.00	740.00	740.00	740.00	740.00	740.00	740.00	740.00	740.00	740.00	8,880.00
Electricity	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	10,800.00
Building Interest	1,875.00	1,875.00	1,875.00	1,875.00	1,875.00	1,875.00	1,875.00	1,875.00	1,875.00	1,875.00	1,875.00	2,650.00	23,275.00
Reimbursed by tenants	-1,400.00	-600.00	-700.00	-1,100.00	-700.00	-600.00	-1,200.00	-600.00	-600.00	-1,200.00	-600.00	-600.00	-9,900.00
Repairs/Maintenance	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00

Greater Tomball Area Chamber of Commerce
2022 Budget Overview
January through December 2022

	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	TOTAL Jan - Dec 22
Total Building Expense	3,140.00	3,940.00	3,840.00	3,440.00	3,840.00	3,940.00	3,340.00	3,940.00	3,940.00	3,340.00	3,940.00	4,715.00	45,355.00
Accounting Expense		200.00	2,000.00		2,000.00						2,400.00		6,600.00
Advertising							1,000.00	500.00			1,000.00	500.00	3,000.00
Bad Debt Expense	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	6,000.00	50,000.00
Past Due Collections	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00
Health & Wellness		1,000.00				1,000.00		3,000.00		1,000.00			6,000.00
First Friday	2,100.00	2,300.00	2,300.00	2,100.00	2,100.00	1,900.00	1,900.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	25,200.00
Networking Breakfast	100.00	100.00	150.00	100.00	100.00	150.00	100.00	100.00	150.00	100.00	150.00	200.00	1,500.00
Women's Committee	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	500.00	400.00	400.00	400.00	4,900.00
Young Professionals	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Bank Fees	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	700.00	8,400.00
Board of Directors	300.00	100.00				200.00	200.00		3,000.00	3,700.00			7,500.00
Dues and Subscriptions	1,130.00	1,250.00						750.00			45.00	584.00	3,759.00
Employee Expense													
SUTA	150.00	150.00	100.00	100.00									500.00
Development	600.00	550.00	1,500.00	500.00	1,500.00	2,000.00	1,550.00		300.00	1,500.00			10,000.00
FUTA	73.00	40.00	30.00	25.00									168.00
Group Insurance	2,812.00	2,812.00	2,812.00	2,812.00	2,812.00	2,812.00	2,812.00	2,812.00	2,812.00	2,812.00	2,812.00	2,812.00	33,744.00
Payroll Services	445.00	600.00	445.00	445.00	445.00	445.00	445.00	445.00	445.00	445.00	445.00	445.00	5,495.00
Payroll Taxes	1,250.00	1,300.00	1,250.00	1,300.00	1,250.00	1,250.00	1,250.00	1,300.00	1,250.00	1,250.00	1,300.00	1,250.00	15,200.00
Salaries													
TACC	20,500.00	21,000.00	20,500.00	21,000.00	20,500.00	20,500.00	20,500.00	21,000.00	20,500.00	20,500.00	21,000.00	20,500.00	248,000.00
Bonus												12,400.00	12,400.00
Contract Labor	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00
Total Salaries	<u>20,700.00</u>	<u>21,200.00</u>	<u>20,700.00</u>	<u>21,200.00</u>	<u>20,700.00</u>	<u>20,700.00</u>	<u>20,700.00</u>	<u>21,200.00</u>	<u>20,700.00</u>	<u>20,700.00</u>	<u>21,200.00</u>	<u>33,100.00</u>	<u>262,800.00</u>
Total Employee Expense	26,030.00	26,652.00	26,837.00	26,382.00	26,707.00	27,207.00	26,757.00	25,757.00	25,507.00	26,707.00	25,757.00	37,607.00	327,907.00
Insurance													
Worker's Compensation	42.75	42.75	42.75	42.75	42.75	42.75	42.75	42.75	42.75	42.75	42.75	42.75	513.00
Officer & Director Liability	153.66	153.66	153.66	153.66	153.66	153.66	153.66	153.66	153.66	153.66	153.66	153.66	1,843.92
General Liab.	640.50	640.50	640.50	640.50	640.50	640.50	640.50	640.50	640.50	640.50	640.50	640.50	7,686.00
Total Insurance	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>836.91</u>	<u>10,042.92</u>
Membership/Misc. Expense	1,000.00	3,000.00	1,500.00	500.00	1,000.00	1,000.00	500.00	3,000.00	1,500.00	500.00	1,500.00	2,000.00	17,000.00
Office Equipment Expense													
Database		4,850.00											4,850.00
Computer Maintenance	300.00	1,200.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	4,500.00
Copier Lease	400.00	600.00	800.00	600.00	600.00	900.00	600.00	600.00	200.00	1,000.00	800.00	700.00	7,800.00
Pitney Bowes	<u>528.30</u>	<u></u>	<u></u>	<u>581.60</u>	<u></u>	<u></u>	<u>528.30</u>	<u></u>	<u></u>	<u>528.30</u>	<u></u>	<u></u>	<u>2,166.50</u>
Total Office Equip Expense	<u>1,228.30</u>	<u>6,650.00</u>	<u>1,100.00</u>	<u>1,481.60</u>	<u>900.00</u>	<u>1,200.00</u>	<u>1,428.30</u>	<u>900.00</u>	<u>500.00</u>	<u>1,828.30</u>	<u>1,100.00</u>	<u>1,000.00</u>	<u>19,316.50</u>
Office Supplies	300.00	1,000.00	100.00	500.00	300.00	200.00	200.00	700.00	200.00	400.00	1,000.00	200.00	5,100.00
Postage & Delivery	500.00	500.00	500.00	500.00	0.00	500.00	500.00	0.00	0.00	500.00	0.00	100.00	3,600.00

Greater Tomball Area Chamber of Commerce
2022 Budget Overview
January through December 2022

	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	TOTAL Jan - Dec 22
Property Tax Expense	1,186.60	1,186.60	1,186.60	1,186.60	1,186.60	1,186.60	1,186.60	1,186.60	1,186.60	1,186.60	1,186.60	1,186.60	14,239.20
Income Tax Expense	473.00	473.00	473.00	473.00	473.00	473.00	473.00	473.00	473.00	473.00	473.00	473.00	5,676.00
Rent	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Special Events													
Tomball Together/Tidings					1,000.00								1,000.00
Banquet		11,000.00											11,000.00
Golf Classic	250.00		3,000.00	6,750.00									10,000.00
Tomball Night					2,000.00		4,000.00	4,000.00					10,000.00
Holiday Parade											15,500.00	1,000.00	16,500.00
Miss Tomball Pageant													
Scholarship Expense											4,000.00		4,000.00
Pageant - Other										500.00	12,500.00	3,000.00	16,000.00
Total Miss Tomball										500.00	16,500.00	3,000.00	20,000.00
Total Special Events	250.00	11,000.00	3,000.00	6,750.00	3,000.00	0.00	4,000.00	4,000.00	0.00	500.00	32,000.00	4,000.00	68,500.00
Telephone Expenses	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	6,600.00
Travel & Entertainment	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	720.00
Total Expense	45,484.81	67,098.51	50,733.51	51,160.11	49,353.51	46,703.51	49,331.81	54,153.51	46,403.51	50,081.81	80,398.51	64,412.51	655,315.62
Net Ordinary Income	17,844.94	38,346.24	14,775.49	-9,303.61	-5,263.01	3,427.49	5,045.44	-6,590.76	50,965.74	32,106.19	-14,007.01	-17,128.76	110,218.38
Principal Building Payment	3,750.00	3,750.00	3,750.00	3,750.00	3,750.00	3,750.00	3,750.00	3,750.00	3,750.00	3,750.00	3,750.00	3,750.00	45,000.00
xDepreciation Expense	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00	1,705.00	20,460.00
Net Income	12,389.94	32,891.24	9,320.49	-14,758.61	-10,718.01	-2,027.51	-409.56	-12,045.76	45,510.74	26,651.19	-19,462.01	-22,583.76	44,758.38

													New Net Income
										3%	5,916.00		38,842.38
										Salary/Market Adjustment	14,800.00		29,958.38
										(Recommended by Committee) Salary/Market Adjustment + 3%	21,300.00		23,458.38

Narrative Questions:

1. Describe the history and purpose of the organization.

Answer: The Greater Tomball Area Chamber of Commerce (GTACC) provides resources and empowers Tomball businesses to prosper. The value of being a GTACC member is evidenced with research by the Shapiro Group, which shows a 63 percent increase in repeat business due to chamber membership. Moreover, the Chamber staff regularly and routinely welcomes visitors to Tomball and places information in their hands that promotes the city and region, in particularly local hotels, motels and restaurants.

Incorporated in 1965, the Greater Tomball Area Chamber of Commerce has a history that began in the 1920s. The Chamber has a reputation for actively representing and promoting the interest of its members. As well, the Chamber is recognized throughout the region and the state for its passionate promotion of the greater Tomball community.

The Greater Tomball Area Chamber of Commerce also serves as a visitor's information center.

2. Describe how any grant funds will be used.

Answer: Grant funds would be used to reimburse the GTACC for Visitor Center related expenses. The GTACC staff regularly and routinely welcomes visitors to Tomball and places information in their hands that promotes the city and region, specifically a map of the area, *The Spirit of Tomball Texas* magazine, and information on local hotels, motels and restaurants. Time dedicated to this function of the GTACC fluctuates, however all Chamber staff participates in this service and materials are kept current for the purpose of maintaining a vital visitor's information center.

3. List the programs and activities for the grant year.

Answer: The GTACC annually organizes and hosts Tomball Night and the Tomball Holiday Parade with an emphasis on local retailers, hotels and motels. In its press releases related to these events the Chamber suggests inviting family and guests for a weekend in Tomball, which includes overnight stays at local lodging.

With the large amount of growth in the area, there are individuals in the office daily requesting information on relocation. Many are here staying in the local hotels as they search for a new home. The amount of welcome packets we mail out has increased as well.

4. Show evidence of growth in community support prior to the grant year. Include the number of performances, exhibitions, audience sizes, services or enrollment. Be sure to include specific information as to the percent of activities taking place within the City of Tomball.

Answer: The GTACC has experienced growth over the past several years. This year membership is staying consistent, but event participation has increased. The City of Tomball

and the greater Tomball area has experienced growth as well. At the end of 2008 the Chamber relocated to a facility that exudes professionalism, is in a high profile location and is welcoming to all visitors. Chamber's activities including Tomball Night and the Tomball Holiday Parade take place in the city limits — 100%.

5. How does your project/event qualify for use of Municipal Hotel Occupancy Tax funds as defined in the Hotel Occupancy Tax Guidelines?

Answer: The GTACC Visitor Center qualifies for use of the Hotel Occupancy Tax, Chapter 351.101 with two banks of walls and a kiosk dedicated to pamphlets, booklets, promotional materials and other contact information. The Chamber provides an extensive library of current information concerning city, area and regional lodging, entertainment, amusements and even day-trip venues. Daily the GTACC staff place these printed, promotional materials about Tomball in the hands of visitors; a conservative estimated number of this exchange is 5 five visitors a day. In addition, the GTACC staff answers numerous phone inquiries; a conservative number of inquiries by phone related to tourism is 5 per day.

6. How do you publicize your activities? How do you evaluate these efforts and what have you done to increase the effectiveness of your marketing efforts?

Answer: As a visitor center, chambers of commerce have a long standing history of being the first place visitors stop when they come to a new town. The GTACC is publicized on the Internet through www.tomballchamber.org, in the World Chamber of Commerce Directory, as a member of the US Chamber of Commerce, as a member of the Texas Association of Business, as a member of the Texas Chamber of Commerce Executives and as a member of the American Chamber of Commerce Executives.

The GTACC publicizes its activities and all partnership city and non profit organization activities in Tomball through local and Houston area newspapers including *The Houston Chronicle* and online news services. The GTACC checks for its press releases in these publications and online. The GTACC is constantly adding to its publicity list. It is notable that the GTACC promotes all partnership city and non profit organization activities, such as the various City of Tomball festivals and the Tomball German Festivals, as a courtesy without compensation or reimbursement.

7. Explain the public benefits to the City of Tomball that will result from your organization's efforts.

Answer: The public benefits to the City of Tomball resulting from the visitor center at the GTACC offices are many. First, the Chamber strives to keep current information on local businesses and growth moving into the area. Through these efforts the public uses the GTACC as an information resource. Also, the Chamber maintains relationships with many entities — like Texas Department of Transportation and the Harris County Precinct 4 Commissioner's office — that serve the greater Tomball area in order to better serve the public. First and foremost, the public benefits by having a visitor center at the GTACC because having been established since 1965, the public is habitual in seeking out the Chamber for information. Moreover, the GTACC has proven to be a stable, tenured, and reliable organization that proudly serves the public.

8. What is your organization doing to bring visitors to Tomball, to stay in local hotels and otherwise support the hospitality industry?

Answer: The GTACC is maintaining an Internet presence with www.tomballchamber.org where a community calendar with Tomball events is posted and updated, routinely. These events are also placed in the Texas Events Calendar, a statewide publication. The Chamber also provides events such as the Tomball Holiday Parade, Tomball Night, and the Miss Tomball Pageant, which has a history of bringing families to Tomball for overnight stays.