

# City Council Meeting

## Agenda Item

### Data Sheet

**Meeting Date:** January 5, 2026

**Topic:**

Review of and discussion on the progress of the Tomball Archive and History Center (TAHC).

**Background:**

Established in Fiscal Year 2023-24, the Tomball Archive and History Center preserves, protects, and facilitates access to historical municipal records generated by the City of Tomball as well as special collections donated by the greater Tomball area. These areas include Rosehill, Decker's Prairie, Hufsmith and Willow communities. The Center is a joint project funded by the City of Tomball through the City Secretary's office, with in-kind services provided by Lonestar College and Harris County Public Library.

The TAHC serves the City of Tomball, its citizens, community area members, and researchers as a repository of historical municipal records and special collections to encourage the discovery of our local history and heritage within the state of Texas.

TAHC's mission is to preserve, protect, and share the historical municipal records of the City of Tomball as well as special collections from the surrounding communities documented in our collecting areas to support ongoing historic preservation.

To accomplish this mission, the Tomball Archive and History Center will:

- Identify, acquire, and maintain the permanent records of the City of Tomball in accordance with established retention schedules and archival standards.
- Collect and steward special collections, manuscripts, photographs, and other materials that reflect the social, cultural, and historical development of the greater Tomball area.
- Implement and maintain procedures for secure, long-term preservation and management of physical and digital materials in accordance with professional standards and legal requirements.
- Provide equitable access to physical and digital archival materials through research appointments, reference materials, and online resources.
- Collaborate with partners to support the discovery of collections and showcase local history within the community.

**Origination:** City Secretary Office

**Recommendation:** Review of and discussion on the progress of the Tomball Archive and History Center (TAHC).

**Party(ies) responsible for placing this item on agenda:**

Thomas Harris III, City Secretary,  
Shannon Bennett, Assistant City  
Secretary, and Allison LaRoca,  
\_\_\_\_\_

**FUNDING (IF APPLICABLE)**

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, specify Account Number: # \_\_\_\_\_

If no, funds will be transferred from account # \_\_\_\_\_

To #  
account \_\_\_\_\_

Signed \_\_\_\_\_

Staff Member

Date

Approved by \_\_\_\_\_

City Manager

Date