

City of Tomball Application for Use of Hotel Occupancy Tax

Application Date: 6/20/24
Name of Organization/Business: SPRING CREEK COUNTY HISTORICAL ASS.
Street Address: 510 Pine Street
City: Tomball State: TX Zip Code: 77375
Contact Name: Rayford Lynn McCoy
Phone Number: 281-384-2621 Email: rayford.mccoy@gmail.com

Type of Organization/Business: Private/For-Profit Non-Profit
Purpose of organization/business: Promotion & preservation of objects which
establish or illustrate the history, culture & daily life in the area
of Tomball and Northern Harris County

Does your event/expenditure pass Part One of the statutory Hotel Occupancy Tax test listed below?

Defined specifically as directly enhancing and promoting tourism in Tomball and directly promoting the overnight accommodation industry in Tomball by increasing overnight stays.

Yes No

Does your event/expenditure pass Part Two of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one of more of the following categories?

Select all categories that apply.

- Establishment, improvement or maintenance of a convention or visitor center
- Administrative cost for facilitating convention registration
- Advertising, solicitations, and promotions that attracts tourists and delegates
- Encouragement, promotion, improvement, and application of the arts
- Historical restoration or preservation programs
- Signage directing tourists to attractions visited by hotel guests
- None of the above

Is this a new event/expenditure? Yes No

Name of the event/expenditure: Tomball Museum Center

Website address of event/expenditure: www.tomballmuseumcenter.com

Date(s) of event/expenditure: Throughout year

Location of event/expenditure: 510 Pine Street (approx 9 acres)

Description of event/expenditure: School tours, guided tours, accomodation of county tours for sr. citizens, carshow(s), quiltshows, candlelight tours

Estimated local attendees: 2000+ Estimated out of town attendees: 500

If approved, how will the grant funds be used? Maintenance, repairs, utilities, brochures, landscaping, website development etc.

How will you measure the impact of your event on local overnight accommodations? by monitoring attendance at events vs. prior events, tracking addresses of museum tour participants and tracking brochures distributed at hotels & motels

Amount of funding requested: \$ 59500

Current operating budget for the event/expenditure: \$ 75000 (approx)

Total funding dedicated to advertising/promotion of event/expenditure: \$ 5000 (brochures & website)

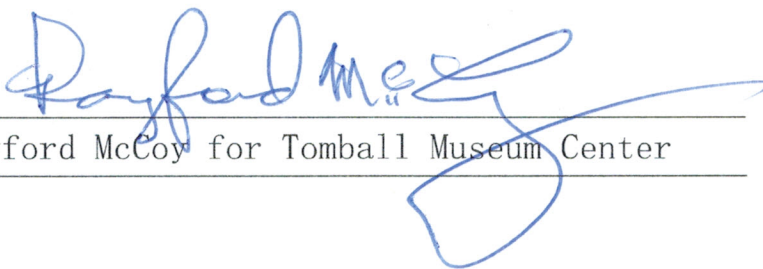
Organization's direct contribution to the operating and advertising budget: \$ 20000

Please indicate all promotion efforts your organization will utilize to alert visitors of the event/expenditure:

- | | | | |
|--|------------------------------------|--|---|
| <input type="checkbox"/> Paid Advertising | <input type="checkbox"/> Radio | <input type="checkbox"/> Television | <input checked="" type="checkbox"/> Brochures |
| <input checked="" type="checkbox"/> Social Media | <input type="checkbox"/> Newspaper | <input checked="" type="checkbox"/> Online/Digital | <input checked="" type="checkbox"/> Press Release |

How do you intend to advertise or promote your event to gain overnight stays in Tomball? see above & by word of mouth for wedding venue and reputation among professional protographers for photo shoots.

1. I have read the entire information in this application packet and understand and will comply with all provisions therein; and that I intend to use the grant for the event/expenditure to directly enhance and promote the tourism and hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball's lodging facilities.
2. I will abide by all relevant local, state, and federal laws/regulations regarding the use of Hotel Occupancy Tax.
3. I understand that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
4. Applicant acknowledges that if grant funds are awarded, the event organizers agree to allow the financials of this event to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.

Applicant Signature: 
Applicant Name: Rayford McCoy for Tomball Museum Center

Required Documents:

- Itemized budget of expenditures for grant funds
- Organization's most recent annual budget
- Organization's most recent financial statements – must be audited for grants exceeding \$100,000
- List of Board of Directors/Event Committee with contact information
- IRS Form W-9 – required if not currently on file with the City of Tomball
- Any other information that supports the request for funding

Please submit applications by email to finance@tomballtx.gov or mail/deliver to:

City of Tomball
Attn: Finance Dept.
501 James Street
Tomball, Texas 77375

TOMBALL MUSEUM CENTER
 FY 24-25 HOT REQUEST

<u>CATEGORY</u>	<u>AMOUNT</u>	<u>CATEGORY CUM.</u>
STRUCTURAL REPAIRS		
OIL CAMP HOUSE LEVELING & STABILIZATION	15000	15000
CORN CRIB STABILIZATION, POSSIBLE REMOVAL	2500	17500
PROVIDE FOR DRAINAGE ON "PARADE GROUNDS"	2500	20000
MAINTENANCE/PAINTING		
CHURCH PAINTING & NECESSARY SIDING REPLACEMENT	5000	5000
SCHOOLHOUSE PAINTING & NEC SIDING REPAIRS	3000	8000
OIL CAMP HOUSE PAINTING & NEC SIDING REPAIRS	3000	11000
OIL CAMP HOUSE, REPAIR/REPLACE FRONT & REAR DOORS	1500	12500
COMMUNITY EVENTS		
CANDLELIGHT TOURS (ASSOC. WITH GERMAN FESTIVAL	3500	3500
ANTIQUE CAR SHOW & PARADE	2000	5500
QUILT & CRAFTING SHOWS	1500	7000
LANDSCAPING		
APPROX. 9 ACRES, BI-WEEKLY	7200	7200
UTILITIES		
ELECTRICITY	7200	7200
CITY OF TOMBALL (4 METERS/BILLS)	3600	10800
ADVERTISING & PUBLIC RELATIONS		
WEBSITE AND PRINTING COSTS	2000	2000
REQUEST TOTAL FOR FY 24_25		59500

ORGANIZED BUDGET FOR 2024-2025

CATEGORY	CITY FUNDS	OTHER FUNDS	TOTAL
STRUCTURAL REPAIRS	20000		20000
MAINTENANCE & PAINTING	12500	1000	13500
COMMUNITY EVENTS	7000	2000	9000
LANDSCAPING	7200	500	7700
UTILITIES	10800	2000	12800
ADVERTISING & PUBLIC RELATIONS	2000	1500	3500
MISCELLANEOUS		1000	1000
PERSONNEL		12000	12000
TOTALS	59500	20000	79500

		2023					2024		
		July	October	November	December	2023 in General	January	February	March
Museum Specifics	Volunteer Hours			530 hours (96 in 2022)	435 hours		379 hours (337 in 2023)	444 hours (369 in 2023)	508.28 hours (348.43 in 2023)
	Visitors (to Museum)				2,171 visitors (537 in 2022)		115 visitors (68 in 2023)	32 Visitors (21 in 2023)	258 visitors
	Money Earned				\$4,113 (\$2,600 in 2022)	\$75 in donations from festivals	\$641 (\$364 in 2023)	\$240	
Events	Car Social		447 Visitors						
	Peak Into the Past (Pearl Fincher Fine Arts Museum)			About 150 visitors					
	Tea and Chat							\$13 in sales from bookstore + donations	
Social Media	Facebook	Up 30.5%	Reached 6,723 people (Up 52.8%) Visits up 16%				Visits Down; Reach Down; New Likes Up	Visits up 22.5%; Reach up slightly	
	Instagram	Up 260% (16,061 hits)					Visits Down; Reach Up; Followers Up	Visits up 17.6%; Reach down 2.7%	
	Museum Website							910 visitors	

SPRING CREEK COUNTY HISTORICAL ASSOCIATION

BOARD OF DIRECTORS

<u>INDIVIDUAL</u>	<u>ADDRESS</u>	<u>CITY</u>	<u>ZIP</u>	<u>PHONE</u>	<u>E-MAIL</u>
LYNN MCCOY	31215 HELEN LANE	TOMBALL	77375	281-384-2621	rayford.mccoy@gmail.com
DEE McSHAN	16396 CLEARWATER CIRCLE	MONTGOMERY	77356	281-757-7746	d designs76@yahoo.com
BECKY CLEPPER	713 CLAYTON ST.	TOMBALL	77375	713-702-3513	heartbeckyc@gmail.com
PAMELA KAISER	815 BAKER DR.	TOMBALL	77375		pkaiser54@yahoo.com
BOBBY RUSSELL	PO BOX 1862	TOMBALL	77377	281-610-6685	Bearkats73@aol.com
CECILIE LANG	15119 TIMBERSHIRE COURT	MAGNOLIA	77355	281-252-0943	grlang@yahoo.com
HENRY REID	11102 OLDE MINT HOUSE LN	TOMBALL	77375	281-831-0738	henryreid@gmail.com
ROBERT WATTS	9511 SOTHERLOCH LAKE DR.	SPRING	77379	832-562-1518	rwatts1944@yahoo.com
ROSE HUBBARD	13706 LOSTCREEK RD.	TOMBALL	77375	281-757-0994	heartrosemaryh@gmail.com
MARY McCOY	31215 HELEN LN.	TOMBALL	77375	281-507-8693	marymccoy06@gmail.com
JOANN EHRHARDT	6607 KLEIN CEMETARY RD.	KLEIN	77379	713-376-0188	joann6607@gmail.com

Simmons Bank Feb 2024

SCCHA March 2018
3/10/2024

Date	Num	Transaction	Payment	C	Deposit	Balance
2/3/2024	DEP	Americo Energy Resources cat: Royalties			466.10	28,230.86
2/3/2024	DEP	Doation cat: Tours			76.00	28,306.86
2/3/2024	DEP	Square cat: Donation memo: Tour Marisol Lopez			9.47	28,316.33
2/6/2024	DEP	Square cat: Photographers memo: Victoria Wright			24.12	28,340.45
2/7/2024	DEP	Square cat: Tours memo: William Blois			23.15	28,363.60
2/7/2024	1850	R.L. McCoy cat: Reimbursement memo: Fans	52.91			28,310.69
2/7/2024	1851	Void				28,310.69
2/7/2024	1852	Void				28,310.69
2/7/2024	1853	Reliant Engery cat: Utilities:Electric	294.64			28,016.05
2/7/2024	1854	Reliant Engery cat: Utilities:Electric	72.84			27,943.21
2/7/2024	1855	Reliant Engery cat: Utilities:Electric	100.96			27,842.25
2/7/2024	1856	AT&T/U-verse cat: Utilities:Telephone memo: 257433004	272.39			27,569.86
2/8/2024	DEP	Square cat: Photographers memo: Karina Pena			24.12	27,593.98
2/9/2024	1857	Reliant Engery cat: Utilities:Electric memo: 3 Accounts	602.20			26,991.78
2/10/2024	DEP	Square cat: Tours memo: Joel Hinton			34.87	27,026.65
2/10/2024	1858	Texas Cotton Gin Museum memo: Cotton Bale	100.00			26,926.65
2/10/2024	1859	Lucy Harvell cat: Reimbursement memo: Reimbursement Flags	160.40			26,766.25
2/11/2024	DEP	Square cat: Tours memo: Mary Campbell			4.58	26,770.83
2/12/2024	DEP	Square cat: Photographers memo: Karina Pena			24.12	26,794.95
2/12/2024	1860	Kasie Kimbrell cat: Cleaning memo: Cleaning Service	100.00			26,694.95
2/14/2024	1861	Atlas Air Conditioning & Heat cat: Griffin House	225.00			26,469.95

Simmons Bank Feb 2024

SCCHA March 2018

3/10/2024

Date	Num	Transaction	Payment	C	Deposit	Balance
2/14/2024	1862	Bob Watts cat: Reimbursement	25.98			26,443.97
2/18/2024	DEP	Square cat: Kids Museum Day Event memo: Christian Howard			9.47	26,453.44
2/19/2024	DEP	Square cat: Photographers memo: Rachael Lechman			24.12	26,477.56
2/19/2024	DEP	Square cat: Photographers memo: Karina Pena			24.12	26,501.68
2/20/2024	DEP	Square cat: Photographers memo: Morgan Vermilyen			24.12	26,525.80
2/21/2024	DEP	Book cat: Book Sales			13.00	26,538.80
2/21/2024	DEP	Memorial cat: Memorial			500.00	27,038.80
2/21/2024	DEP	Building Use cat: Buildig Use memo: Wedding			250.00	27,288.80
2/21/2024	DEP	Donation cat: Donation Tours memo: Tours			146.00	27,434.80
2/21/2024	DEP	Donation cat: Donation Tours memo: correction on 2/21/2024 deposit			20.00	27,454.80
2/21/2024	DEP	Square cat: Tours memo: Jose Angel Garcia Hinojosa			34.87	27,489.67
2/21/2024	1863	Nathan Marx cat: Building Use Refund memo: Wedding Cancellation	250.00			27,239.67
2/21/2024	1864	David Roche cat: Auto:Fuel Reimbursement memo: Cotton Bale Pickup	45.00			27,194.67
2/21/2024	1865	City Of Tomball cat: Utilities	529.65			26,665.02
2/21/2024	1866	Mary McCoy cat: Salary	960.79			25,704.23
2/23/2024	DEP	Square cat: Tours memo: Maria Prein			11.42	25,715.65
2/24/2024	1867	Bob Watts cat: Reimbursement memo: Stacey Harding Expense Lighting	43.94			25,671.71
2/24/2024	1868	Rene Velasquez cat: Lawn Care:Mowing	600.00			25,071.71
2/25/2024	DEP	Square cat: Tours memo: Don Sneck			23.15	25,094.86
2/25/2024	DEP	Square cat: Tours memo: Jacqueline Turner			9.47	25,104.33

Date	Num	Transaction	Payment	C	Deposit	Balance
2/25/2024	1869	Kasie Kimbrell cat: Cleaning	100.00			25,004.33
2/27/2024	DEP	Square cat: Photographers memo: Danielle Griffin			24.12	25,028.45
2/27/2024	DEP	Square cat: Photographers memo: Jennifer Schranz			24.12	25,052.57
2/27/2024	DEP	Square cat: Photographers memo: Karina Pena			24.12	25,076.69

Simmons BK March & April 2024

SCCHA March 2018

5/13/2024

Date	Num	Transaction	Payment	C	Deposit	Balance
3/4/2024	DEP	Doation cat: Tours			101.00	25,177.69
3/4/2024	DEP	Donnation cat: Fans			40.00	25,217.69
3/4/2024	DEP	Americo Energy Resources cat: Royalties			423.69	25,641.38
3/4/2024	DEP	Square cat: Tours memo: Douglas Ratigan			9.47	25,650.85
3/4/2024	DEP	Square cat: Tours memo: German Contreras			58.32	25,709.17
3/4/2024	1870	Greater Tomball Area Chamber Of Comm... cat: Dues memo: Dues	250.00			25,459.17
3/4/2024	1871	Bob Watts cat: Reimbursement memo: Jim Hayhurst Gift	121.70			25,337.47
3/4/2024	1872	Reliant Engery cat: Utilities:Electric	366.62			24,970.85
3/10/2024	DEP	Donation cat: Donation memo: H. Reid			250.00	25,220.85
3/10/2024	1873	Kasie Kimbrell cat: Cleaning	100.00			25,120.85
3/10/2024	1874	Coastal Fumigators cat: Termite Ser Agree Renewal memo: Church	525.00			24,595.85
3/10/2024	1875	Lowe's cat: Maintenance memo: 9900391420 9	65.80			24,530.05
3/11/2024	DEP	Square cat: Photographers memo: Rachael Lechman			24.12	24,554.17
3/18/2024	DEP	Square cat: Tours memo: Quentin Schaefer			46.60	24,600.77
3/18/2024	DEP	Square cat: Tours memo: Emily Britt			23.15	24,623.92
3/18/2024	DEP	Square cat: Tours memo: Fuck			19.24	24,643.16
3/18/2024	DEP	Square cat: Tours memo: Laura Kies			23.15	24,666.31
3/18/2024	DEP	Square cat: Tours memo: Val D. Ricks			34.87	24,701.18
3/18/2024	1876	Mary McCoy cat: Salary	960.79			23,740.39
3/19/2024	DEP	Square cat: Membership memo: Barbara Powell			33.90	23,774.29

SCCHA March 2018

5/13/2024

Date	Num	Transaction	Payment	C	Deposit	Balance
3/19/2024	DEP	Square cat: Membership memo: Barbara Powell			33.90	23,808.19
3/19/2024	DEP	Square cat: Photographers memo: Karina Pena			24.12	23,832.31
3/20/2024	DEP	Donation cat: Donation Tours memo: Tours			160.00	23,992.31
3/20/2024	DEP	Building Use cat: Buildig Use memo: Magnolia Rangers UDoTC			25.00	24,017.31
3/20/2024	1877	ADT Security Service cat: Utilities:Alarm memo: 202346927	147.73			23,869.58
3/20/2024	1878	AT&T/U-verse cat: Utilities:Telephone memo: 257433004	0.03			23,869.55
3/20/2024	1879	Chaseloch Storage cat: Maintenance memo: Loom Repair	200.00			23,669.55
3/20/2024	1880	City Of Tomball cat: Utilities	574.97			23,094.58
3/20/2024	1881	Mary Mcoy cat: Reimbursement memo: Ink	61.69			23,032.89
3/25/2024	DEP	Square cat: Tours memo: Kayla Alsobrook			11.42	23,044.31
3/25/2024	DEP	Square cat: Photographers memo: Rachael Lechman			24.12	23,068.43
3/27/2024	DEP	Square cat: Photographers memo: Melissa Carson			24.12	23,092.55
3/27/2024	1882	Rene Velasquez cat: Lawn Care:Mowing	600.00			22,492.55
3/27/2024	1883	Mary Mcoy cat: Candlelight Tours	344.02			22,148.53
3/28/2024	DEP	Square cat: Photographers memo: Karina Pena			24.12	22,172.65
3/31/2024	1884	Kasie Kimbrell cat: Cleaning	100.00			22,072.65
4/1/2024	DEP	Square cat: Photographers memo: Danielle Griffin			24.12	22,096.77
4/1/2024	DEP	Square cat: Photographers memo: Angie Church			24.12	22,120.89
4/1/2024	1885	Nelson Martinez memo: Tree Trrimming	850.00			21,270.89
4/3/2024	DEP	Americo Energy Resources cat: Royalties			448.54	21,719.43

SCCHA March 2018

5/13/2024

Date	Num	Transaction	Payment	C	Deposit	Balance
4/3/2024	DEP	Donation cat: Donation Tours memo: Tours			39.00	21,758.43
4/3/2024	1886	Mary Mcoy cat: Reimbursement memo: Cleaning Supplies	148.69			21,609.74
4/3/2024	1886	cat: Candlelight Tours	12.99			21,596.75
4/3/2024	1886	cat: Hospitality memo: Water	41.96			21,554.79
4/3/2024	1886	cat: Office Supplies	189.50			21,365.29
4/4/2024	DEP	Square cat: Quilt Show 2024 memo: Shirley Lusk			19.24	21,384.53
4/5/2024	DEP	Square cat: Tours memo: Patti Schneider			19.24	21,403.77
4/8/2024	DEP	Square cat: Tours memo: Keiko Norwood			14.35	21,418.12
4/8/2024	DEP	Square cat: Photographers memo: Angie Church			24.12	21,442.24
4/11/2024	DEP	Square cat: Photographers memo: Nichole Daniel			24.12	21,466.36
4/11/2024	DEP	Square cat: Tours memo: Sanjay Baello			34.87	21,501.23
4/14/2024	1887	AT&T/U-verse cat: Utilities:Telephone memo: 257433004	131.20			21,370.03
4/14/2024	1888	City Of Tomball cat: Utilities	123.92			21,246.11
4/14/2024	1889	Lucy Harvell cat: Reimbursement memo: Supplies	160.40			21,085.71
4/14/2024	1890	Reliant Engery cat: Utilities:Electric	277.08			20,808.63
4/14/2024	1891	U.S.Treasury cat: Employee Tax memo: 941	799.26			20,009.37
4/14/2024	1892	Mary McCoy cat: Salary	960.79			19,048.58
4/15/2024	DEP	Square cat: Tours memo: Gus Verraires			23.15	19,071.73
4/15/2024	DEP	Square cat: Tours memo: Lisa Ireland			34.86	19,106.59

SCCHA March 2018
5/13/2024

Date	Num	Transaction	Payment	C	Deposit	Balance
4/15/2024	DEP	Square cat: Tours memo: Taylor Goodrich			11.42	19,118.01
4/15/2024	DEP	Square cat: Donation Tours memo: Mary Vatuna			48.55	19,166.56
4/15/2024	DEP	Square cat: Tours memo: Diana Martinez			29.01	19,195.57
4/15/2024	DEP	Square cat: Photographers memo: Ashley Ebert			24.13	19,219.70
4/15/2024	1904	Square cat: Membership memo: Lucy Harvill			33.90	19,253.60
4/18/2024	DEP	Square cat: Photographers memo: Danielle Griffin			24.12	19,277.72
4/18/2024	DEP	Square cat: Tours memo: Patrick Huson			46.60	19,324.32
4/18/2024	DEP	Square cat: Tours memo: Scott Eldredge			14.36	19,338.68
4/21/2024	1894	Kasie Kimbrell cat: Cleaning	100.00			19,238.68
4/22/2024	DEP	Square cat: Tours memo: Jeff Tetz			9.47	19,248.15
4/22/2024	DEP	Square cat: Tours memo: Holly McNeill			34.87	19,283.02
4/22/2024	DEP	Square cat: Tours memo: Dalton Dietert			9.47	19,292.49
4/24/2024	DEP	Square cat: Membership memo: Susan Parmlee			33.89	19,326.38
4/24/2024	1893	Void				19,326.38
4/24/2024	1895	Tim Kennedy cat: Office Supplies	139.12			19,187.26
4/24/2024	1896	Elizabethj Cummings cat: Library Supplies memo: Repair Supplies	283.22			18,904.04
4/24/2024	1897	Rene Velasquez cat: Lawn Care:Mowing	600.00			18,304.04
4/26/2024	DEP	Square cat: Photographers memo: Danielle Griffin			24.12	18,328.16
4/26/2024	DEP	Square cat: Membership memo: George McQueen			48.55	18,376.71

SCCHA March 2018

5/13/2024

Date	Num	Transaction	Payment	C	Deposit	Balance
4/26/2024	DEP	Square cat: Tours memo: Nancy Foylin			9.47	18,386.18
4/26/2024	1898	R & D Painting cat: Maintenance Painting	6,200.00			12,186.18
4/27/2024	DEP	Square cat: Tours memo: Taylor Porche			9.47	12,195.65
4/29/2024	DEP	Square cat: Membership memo: James M. Sigmund			48.55	12,244.20