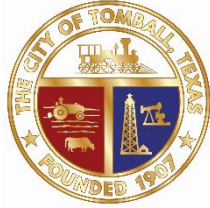


**NOTICE OF TOURISM ADVISORY COMMITTEE MEETING
CITY OF TOMBALL, TEXAS**



**Tuesday, July 07, 2026
3:00 P.M.**

Notice is hereby given of a meeting of the City of Tomball Tourism Advisory Committee, to be held on Tuesday, July 07, 2026 at 3:00 P.M., City Hall, 401 Market Street, Tomball, Texas 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Tourism Advisory Committee reserves the right to meet in a closed session for consultation with attorney on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

- A. Call to Order
- B. Public Comments and Receipt of Petitions; *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*
- C. Approval of Minutes
 - 1. Approve Minutes of August 26, 2025, Special Tourism Advisory Committee Meeting.
- D. New Business
 - 1. Election of Chair and Vice-Chair for the Tomball Advisory Committee (TAC) Board.
 - 2. Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the German Christmas Market.
 - 3. Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the German Heritage Festival.
 - 4. Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Annual Holiday Parade.

5. Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Tomball Night.
6. Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Visitor Center.
7. Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Prevailing Winds Community Band.
8. Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Spring Creek Historical Museum.
9. Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Tomball Art League.

E. Adjournment

C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the 30th day of June 2026 by 3:00 p.m., and remained posted for at least three consecutive business days preceding the scheduled time of said meeting.

Thomas Harris III, TRMC
City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (281) 290-1019 for further information.

City Council Meeting Agenda Item Data Sheet

Meeting Date: July 7, 2026

Topic:

Approve Minutes of August 26, 2025, Special Tourism Advisory Committee Meeting.

Background:

Origination: City Secretary Office

Recommendation:

Approve Minutes

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

Shannon Bennett, Assistant City Secretary

FUNDING (IF APPLICABLE)

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

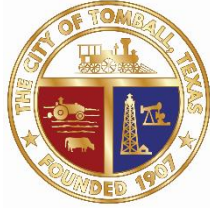
Yes: _____ No: _____ If yes, specify Account Number: # _____

If no, funds will be transferred from account # _____ To # _____
account _____

Signed _____
Staff Member Date

Approved by _____
City Manager Date

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



**Tuesday, August 26, 2025
3:00 P.M.**

The Tourism Advisory Committee of the City of Tomball, Texas, conducted the meeting scheduled for August 26, 2025, 3:00 PM, at 401 Market Street, Tomball, Texas 77375, via video/telephone conference.

A. Committee Chairman Jeffie Cappadona called the meeting to order at 3:02 P.M.

Present:

Jeffie Cappadona

Katie Whisler

Melanie Sutton

Angie Johnson

Larissa Roberts

Amanda Kelly

Kelly Violette (non-voting member)

Amy Mason (non-voting member)

Amanda Trickey (non-voting member)

Absent:

Eric Berger

Lori Ball

City Staff Present:

Assistant City Manager- Jessica Rogers

Director of Marketing & Tourism – Chrislord Templonuevo

Finance Director – Bragg Farmer

Assistant City Secretary – Shannon Bennett

B. Public Comments and Receipt of Petitions; *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*

No comments were received.

C. Approval of Minutes

1. Approve Minutes of July 9, 2025, Tourism Advisory Committee meeting.

A motion was made by Amanda Kelly, seconded by Melanie Sutton to approve the minutes of July 9, 2025.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly

Absent: Eric Berger and Lori Ball

Motion carried unanimously.

D. New Business

2. Consideration of the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Spring Creek Historical Museum.

A motion was made by Angie Johnson, seconded by Melanie Sutton to approve application for FY 2025-2026 Hotel Occupancy Tax Funds for the Spring Creek Historical Museum.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly

Absent: Eric Berger and Lori Ball

Motion carried unanimously.

3. Consideration of the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Prevailing Winds Community Band.

A motion was made by Amanda Kelly, seconded by Melanie Sutton to approve the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Prevailing Winds Community Band.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly

Absent: Eric Berger and Lori Ball

Motion carried unanimously.

4. Consideration of the application for FY 2025-2026 Hotel Occupancy Tax Funds for the German Heritage Festival.

A motion was made by Melanie Sutton, seconded by Katie Whisler to approve the application for FY 2025-2026 Hotel Occupancy Tax Funds for the German Heritage Festival.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly,

Absent: Eric Berger and Lori Ball

Motion carried unanimously.

5. Consideration of the application for FY 2025-2026 Hotel Occupancy Tax Funds for the German Christmas Market.

A motion was made by Amanda Kelly, seconded by Larissa Roberts to approve the application for FY 2025-2026 Hotel Occupancy Tax Funds for the German Christmas Market.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly

Absent: Eric Berger, and Lori Ball

Motion carried unanimously.

6. Consideration of the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Annual Holiday Parade.

A motion was made by Amanda Kelly, seconded by Larissa Roberts to approve the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Annual Holiday Parade.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly

Absent: Eric Berger, and Lori Ball

Motion carried unanimously.

7. Consideration of the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Visitor Center.

A motion was made by Melanie Sutton, seconded by Angie Johnson to approve the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Visitor Center.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly

Absent: Eric Berger and Lori Ball

Motion carried unanimously.

8. Consideration of the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Tomball Night.

A motion was made by Katie Whisler, seconded by Amanda Kelly to approve the application for FY 2025-2026 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Tomball Night.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly

Absent: Eric Berger, and Lori Ball

Motion carried unanimously.

E. Adjournment

A motion was made by Angie Johnson, seconded by Melanie Sutton to adjourn the meeting at 3:40 p.m.

Voting Yea: Jeffie Cappadonna, Melanie Sutton, Katie Whisler, Angie Johnson, Larissa Roberts, Amanda Kelly

Absent: Eric Berger and Lori Ball

Motion carried unanimously.

PASSED AND APPROVED this the 7th day of July 2026.

Thomas Harris III, TRMC
City Secretary

Lori Klein Quinn
Mayor

City Council Meeting Agenda Item Data Sheet

Meeting Date: July 7, 2026

Topic:

Election of Chair and Vice-Chair for the Tomball Advisory Committee (TAC) Board.

Background:

Per the governing procedures of the Tomball Advisory Committee, the board is required to elect officers on an annual basis, or as needed, to ensure leadership continuity and effective governance. Officers include a Chair, who presides over meetings and serves as the primary point of contact, and a Vice-Chair, who assumes responsibilities in the Chair's absence.

Origination: Marketing Department

Recommendation:

Staff recommends the Committee proceed with the nomination and election of a Chair and Vice-Chair from among the current members.

Party(ies) responsible for placing this item on agenda: Chrislord Templonuevo, Marketing Director

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: _____ **Approved by:** _____
Staff Member Date City Manager Date

Accounts	Budget totals
Total Exchange Students - Income	\$0.00
TGCM Income	\$80000.00
Festival	\$60000.00
Sponsors	\$20000.00
Vendors	\$100000.00
Total TGCM Income	\$260000.00
TGHF Income	\$80000.00
Festival	\$60000.00
Sponsors	\$20000.00
Vendors	\$100000.00
Total TGHF Income	\$260000.00
Total Income	\$520000.00
Total Auto	\$0.00
Total Bank Charges	\$0.00
Total Sister City Visit	\$0.00
Total Administration	\$0.00
Total Van	\$0.00
Total Equipment	\$0.00
Total Exchange Students - Expenses	\$0.00
Total Hospitality Events	\$0.00
Payroll	\$0.00
Payroll Service Fee	\$2000.00
Payroll Tax Expenses	\$4000.00
Salary and Wages	\$49000.00
Workers Compensation	\$237.00
Total Payroll	\$55237.00
TGCM Expenses	\$0.00
Advertising	\$32500.00
Total Advertising	\$32500.00
Distributors	\$89800.00
Total Distributors	\$89800.00
Entertainment	\$56000.00
Total Entertainment	\$56000.00
Total Hospitality	\$0.00
Volunteers	\$2500.00
Total Volunteers	\$2500.00
Total TGCM Expenses	\$180800.00
TGHF Expenses	\$0.00
Advertising	\$32200.00
Total Printing Materials	\$0.00
Total Advertising	\$32200.00
Distributors	\$152500.00
Total Distributors	\$152500.00
Entertainment	\$55800.00
Total Entertainment	\$55800.00
Hospitality	\$1700.00
Total Hospitality	\$1700.00
Insurance	\$0.00
Volunteers	\$1300.00
Total Volunteers	\$1300.00
Total TGHF Expenses	\$243500.00

Accounts	Budget
Total Expense	\$479537.00
Total Net Income	\$40463.00

Monday, October 28, 2024 at 10:55 AM CDT

The Tomball Sister Cities Organization

Item 3.

Statement of Activity

October 1, 2024-September 30, 2025

	TOTAL
Revenue	
Interest	139.17
TGCM Income	\$80,000.00
Festival	46,877.50
Sponsors	20,000.00
Vendors	103,365.00
Total for TGCM Income	\$250,242.50
TGHF Income	\$80,000.00
Festival	70,785.08
Sponsors	20,000.00
Vendors	120,000.00
Total for TGHF Income	\$290,785.08
Total for Revenue	\$541,166.75
Gross Profit	
	\$541,166.75
Expenditures	
Accounting	4,300.00
Administration	\$2,127.00
Auto	\$198.60
Fuel	1,702.82
Taxes/Registration	149.50
Vehicle Insurance	3,094.14
Total for Auto	\$5,145.06
Bank Charges	669.50
Donations	3,052.88
Dues and Subscriptions	4,950.29
Insurance	4,803.68
Internet	2,513.81
Meals	5,808.56
Postage	238.39
Preventive Maintenance	600.00
Sister City Visit	\$2,198.25
Food	6,299.46
Travel	-74.50
Total for Sister City Visit	\$8,423.21
Storage	2,556.00
Telephone	4,933.16
Tolls	513.82
Travel	495.57
Website	214.67
Total for Administration	\$47,045.60
Exchange Students - Expenses	\$307.29
Meals and Entertainment	1,093.00
Travel	74.50
Total for Exchange Students - Expenses	\$1,474.79

The Tomball Sister Cities Organization

Item 3.

Statement of Activity

October 1, 2024-September 30, 2025

	TOTAL
Heritage Dinner	3,850.00
Hospitality Events	\$800.00
Meals	241.80
Total for Hospitality Events	\$1,041.80
Payroll	
Payroll Service Fee	2,504.19
Payroll Tax Expenses	4,077.36
Salary and Wages	53,300.04
Workers Compensation	116.78
Total for Payroll	\$59,998.37
Scholarship	3,000.00
Taxes	58.89
TGCM Expenses	\$4,002.52
Advertising	\$15,606.44
Buttonstar	230.85
Photography	3,493.75
Tomball Chamber	500.00
Total for Advertising	\$19,831.04
Distributors	\$77,578.39
Buses	9,179.73
Porta Potties	6,330.00
Total for Distributors	\$93,088.12
Entertainment	\$15,000.00
Entertainers	57,990.00
Hotels	8,424.00
Total for Entertainment	\$81,414.00
Hospitality	\$1,056.00
Meals	645.26
Total for Hospitality	\$1,701.26
Security	5,515.00
Volunteers	\$227.75
Snacks	293.62
Total for Volunteers	\$521.37
Total for TGCM Expenses	\$206,073.31
TGHF Expenses	\$2,051.62
Advertising	\$23,090.18
Community Impact	3,756.25
Houston Chronicle	5,052.80
Kwik Kopy	1,604.37
Photography	1,502.50
Tomball Chamber	700.00
Total for Advertising	\$35,706.10

The Tomball Sister Cities Organization

Item 3.

Statement of Activity

October 1, 2024-September 30, 2025

	TOTAL
Distributors	\$93,840.99
Porta Potties	6,250.00
Total for Distributors	\$100,090.99
Entertainment	\$16,000.00
Entertainers	64,996.00
Hotels	8,018.01
Total for Entertainment	\$89,014.01
Hospitality	\$1,047.50
Meals	1,419.74
Total for Hospitality	\$2,467.24
Security	9,704.90
Volunteers	\$500.00
Snacks	331.54
Total for Volunteers	\$831.54
Total for TGHF Expenses	\$239,866.40
Uncategorized Expense	6,081.01
Total for Expenditures	\$572,790.17
Net Operating Revenue	-\$31,623.42
Net Revenue	-\$31,623.42

Consolidated

Accounts	Budget totals
Income	
Uncategorized Income	
Billable Expense Income	
Exchange Students - Income	
Donations	
Total Exchange Students - Income	\$0.00
Interest	
Markup	
Rewards	
Sales of Product Income	
TGCM Income	
Festival	
Sponsors	
Vendors	
Total TGCM Income	\$0.00
TGHF Income	
Festival	
Sponsors	
Vendors	
Total TGHF Income	\$0.00
Total Income	\$0.00
Cost of Goods Sold	
Cost of Goods Sold	
Total Cost of Goods Sold	
Expense	
Reconciliation Discrepancies	
Accounting	
Administration	
Auto	
Fuel	
Taxes/Registration	
Vehicle Insurance	
Total Auto	\$0.00
Bank Charges	
Credit Card Fees	
Total Bank Charges	\$0.00
Donations	
Dues and Subscriptions	
Insurance	
Internet	
Meals	
Postage	
Preventive Maintenance	
Sister City Visit	
Food	
Travel	
Total Sister City Visit	\$0.00
Storage	
Telephone	
Tolls	
Travel	

Accounts	Budget
Website	
Total Administration	\$0.00
Bookkeeping	
Deprecation	
Equipment	
Van	
Maintenance	
Total Van	\$0.00
Total Equipment	\$0.00
Exchange Students - Expenses	
Insurance	
Meals and Entertainment	
Travel	
Total Exchange Students - Expenses	\$0.00
Heritage Dinner	
Hospitality Events	
Meals	
Total Hospitality Events	\$0.00
Interest Paid	
Payroll	\$0.00
Payroll Service Fee	
Payroll Tax Expenses	
Salary and Wages	
Workers Compensation	
Total Payroll	\$0.00
Purchases	
Repairs	
Taxes	
TGCM Expenses	\$0.00
Advertising	\$35000.00
Buttonstar	
Champions	
Community Impace	
Das Fenster	
Horsebay	
Houston Chronicle	
Kulp Radio	
Kwik Kopy	
Neighborhood Publishing	
Photography	
Polka	
Star Montrose	
The Rural Connection	
Tomball Chamber	
Townsquare Publications	
Total Advertising	\$35000.00
Distributors	\$37000.00
Buses	
Porta Potties	
Total Distributors	\$37000.00
Entertainment	
Entertainers	
Hotels	
Total Entertainment	\$0.00
Hospitality	
Meals	

Accounts	Budget
Total Hospitality	\$0.00
Insurance	
Security	\$8000.00
Volunteers	
Snacks	
Total Volunteers	\$0.00
Total TGCM Expenses	\$80000.00
TGHF Expenses	\$0.00
Advertising	\$35000.00
American Classifieds	
Blanco County News	
Button Star	
Community Impact	
Das Fenster	
Hello Woodlands	
Horshoebay	
Houston Chronicle	
Houston Livestock Show & Rodeo	
KStar	
Kulp Radio	
Kwik Kopy	
Neighborhood Publication	
Photography	
Polka	
Printing Materials	
ButtonStar	
FastSigns	
Total Printing Materials	\$0.00
SP Merchandise	
Star Montrose	
Team	
The Rural Connection	
Tomball Chamber	
Townsquare Publications	
Zoogee World	
Total Advertising	\$35000.00
Distributors	\$37000.00
Buses	
Porta Potties	
Total Distributors	\$37000.00
Entertainment	
Entertainers	
Hotels	
Total Entertainment	\$0.00
Equipment Rental	
Hospitality	
Meals	
Total Hospitality	\$0.00
Insurance	
Security	\$8000.00
Volunteers	
Snacks	
Total Volunteers	\$0.00
Total TGHF Expenses	\$80000.00
Unapplied Cash Bill Payment Expense	
Uncategorized Expense	

Accounts	Budget
Total Expense	\$160000.00
Other Income	
Other Expense	
Reconciliation Discrepancies-1	
Total Other Expense	
Total Net Income	\$-160000.00

Friday, June 20, 2025 at 1:17 PM CDT

The Tomball Sister Cities Organization

Item 3.

Statement of Financial Position

As of Sep 30, 2025

	TOTAL
Assets	
Current Assets	
Bank Accounts	
Amegy Checking (main) - 1450	0.00
Amegy Checking (SPONSOR)- 6566	0.00
Amegy Payroll Account - 7769	0.00
Amegy - Savings Acct - 3263	11,345.04
Forst Checking 0899 - Payroll	5,486.14
Forst Checking 0910 - Savings	6,000.00
Frost Checking (0398)	139,033.35
Frost Checking 0902 - Sponsors	5,444.68
Total for Bank Accounts	\$167,309.21
Other Current Assets	
Other receivables	0.00
Total for Other Current Assets	\$0.00
Total for Current Assets	\$167,309.21
Fixed Assets	
Accumulated Depreciation	-6,756.00
Computer	3,357.09
Trailer	8,248.00
Total for Fixed Assets	\$4,849.09
Total for Assets	\$172,158.30
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Credit Cards	
Amy CC	139.18
Craig CC	2,598.34
Sandra CC	204.27
Tomball Sister City CC	0.00
VISA 5071	0.00
Visa 7970	-479.07
Visa 8630	67.00
Total for Credit Cards	\$2,529.72
Other Current Liabilities	
Exchange Student Fund Balance	8,134.32
Payroll Liability	0.00
Total for Other Current Liabilities	\$8,134.32
Total for Current Liabilities	\$10,664.04
Total for Liabilities	\$10,664.04

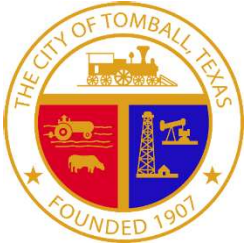
The Tomball Sister Cities Organization

Item 3.

Statement of Financial Position

As of Sep 30, 2025

	TOTAL
Equity	
Opening Bal Equity	2,450.00
Retained Earnings	190,667.68
Net Revenue	-31,623.42
Total for Equity	\$161,494.26
Total for Liabilities and Equity	\$172,158.30



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball’s HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual's residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of tourists.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the "Application for Use of Hotel Occupancy Tax" as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

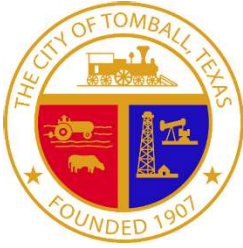
Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Tomball Sister City Org.

Street Address: PO BOX 1131

City: TOMBALL State: TX Zip Code: 77375

Contact Name: Craig Bogner

Role with Organization/Business: GM

Phone Number: 832-715-6291 Email: Craig Bogner

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

To keep the German culture and Heritage of Tomball.
Support a Exchange student program from our sister city program

Section II: Event/Program Information

Event/Program Name: Tomball German Christmas Market

Date(s) of Event/Program: December 11,12,13 2026

Location of Event/Program (Provide the address or a general location):

100 ,200,300 400 Blocks of Market

Website for Event/Program: Tomballgermanfest.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

26 Years

Provide a detailed description of the event/program.

3 Day German Festival. 4 Music Stages, 150 + vendors, carnival, Kids area.
Free Admission, parking and shuttle for all.
To promote Tomball German Heritage and to bring visitors to Tomball

Estimated Local Attendees at Event/Program: 40 K

Estimated Out of Town Attendees at Event/Program: 20K

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program. \$ 80K

Total operating budget for event/program. \$ 269,000

Percent of event/program to be funded by grant. 29 %

Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures. \$ 30k

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

30,000 Advertising 90,000 for Generators, light towers, Pot a cans & Buses

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) _____

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

All Hotels will have a link on website. Vendors hotel link during the application process. All entertainers stay in Hotel during Festival.

How will you measure the impact of your event on local overnight accommodations?

The city has Meeting with Hotels. The hotels that come most give a room count the days.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.


Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: 

Applicant Printed Name: Craig Bogner

Date of Application: 6/7/2026

The Tomball Sister City Organization

Independent Accountants' Review Report and
Financial Statements for the Fiscal Year Ended September 30, 2025
(with comparative totals for 2024)



Tipton & Company
CERTIFIED PUBLIC ACCOUNTANTS

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Tipton & Company

CERTIFIED PUBLIC ACCOUNTANTS

Tipton & Company LLC
 134 Vintage Park Blvd. Ste. A #106
 Houston, TX 77070
www.nonprofitacctg.com

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors of
 The Tomball Sister City Organization
 Tomball, Texas

We have reviewed the accompanying financial statements of The Tomball Sister City Organization (a nonprofit organization), which comprise the statement of financial position as of September 30, 2025, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously reviewed The Tomball Sister City Organization's 2024 financial statements dated December 27, 2024. The summarized comparative information presented herein as of and for the year ended September 30, 2024, is consistent, in all material respects, with the reviewed financial statements from which it has been derived.

Tipton & Company LLC

Tipton & Company
 Certified Public Accountants
 Houston, Texas

January 23, 2026

The Tomball Sister City Organization

Statement of Financial Position

Item 3.

<i>As of September 30, (with comparative totals for 2024)</i>	2025	2024
Assets		
Cash and cash equivalents	\$ 192,481	\$ 226,287
Property and equipment, net	1,471	2,597
Total Assets	\$ 193,952	\$ 228,884
Liabilities and Net Assets		
Liabilities		
Deferred revenue	\$ 25,172	\$ 47,440
Accrued expenses	10,666	18,025
Total Liabilities	35,838	65,465
Net Assets		
Without donor restriction	158,114	163,419
Total Net Assets	158,114	163,419
Total Liabilities and Net Assets	\$ 193,952	\$ 228,884

The Tomball Sister City Organization

Item 3.

Statement of Activities

Year ended September 30, <i>(with comparative totals for 2024)</i>	2025	2024
	Total	Total
Without Donor Restrictions		
Public Support and Revenues		
Public Support		
Tomball German Heritage Festival grant	\$ 80,000	\$ 80,000
Tomball German Christmas Market grant	80,000	80,000
Revenue		
Tomball German Heritage Festival sponsorship and fees	210,785	173,372
Tomball German Christmas Market sponsorship and fees	197,691	214,363
Other income	139	4,816
Total Public Support and Revenues	568,615	552,551
Expenses		
Program Activities		
Tomball German Heritage Festival	214,319	220,151
Tomball German Christmas Market	240,525	214,202
Total Program Activities	454,844	434,353
Supporting Activities		
Management and general	79,646	81,283
Fundraising	39,430	41,558
Total Supporting Activities	119,076	122,841
Total Expenses	573,920	557,194
Change in Net Assets	(5,305)	(4,643)
Net Assets, Beginning of Year	163,419	168,062
Net Assets, End of Year	\$ 158,114	\$ 163,419

The Tomball Sister City Organization

Item 3.

Statement of Functional Expenses

Year ended September 30, (with comparative totals for 2024)	Program Activities			Supporting Activities			2025 Total	2024 Total
	Tomball German Heritage Festival	Tomball Christmas Market	Total Program Activities	Management & General	Fundraising	Total Supporting Activities		
Salaries and related expenses								
Salaries and wages	\$ 13,325	\$ 13,325	\$ 26,650	\$ 15,990	\$ 10,660	\$ 26,650	\$ 53,300	\$ 50,551
Payroll taxes	1,019	1,019	2,039	1,223	815	2,039	4,077	3,867
Employee benefits	29	29	59	35	23	59	117	240
Total salaries and related expenses	14,374	14,374	28,747	17,248	11,499	28,747	57,494	54,658
Other Expenses								
Advertising	9,916	18,203	28,119	-	27,419	27,419	55,537	61,495
Auto	-	-	-	2,052	-	2,052	2,052	2,717
Depreciation	-	-	-	1,126	-	1,126	1,126	1,126
Distributors	93,088	100,091	193,179	-	-	-	193,179	143,455
Donations	-	-	-	6,053	-	6,053	6,053	1,784
Dues	-	-	-	4,950	-	4,950	4,950	3,805
Equipment rental	-	-	-	-	-	-	-	63,987
Exchange students	3,146	3,146	6,292	-	-	-	6,292	10,960
Hospitality	1,701	1,420	3,121	-	-	-	3,121	4,883
Insurance	-	-	-	7,898	-	7,898	7,898	9,977
Interest	-	-	-	-	-	-	-	313
Maintenance	-	-	-	600	-	600	600	-
Miscellaneous	-	-	-	10,387	-	10,387	10,387	7,793
Postage	-	-	-	238	-	238	238	293
Professional fees	-	-	-	4,300	-	4,300	4,300	4,500
Security	5,515	9,705	15,220	-	-	-	15,220	9,760
Service fees	626	626	1,252	1,421	501	1,922	3,174	3,246
Storage	-	-	-	2,556	-	2,556	2,556	1,300
Supplies	4,003	2,052	6,055	-	-	-	6,055	9,213
Taxes	15	15	30	18	12	30	59	3,053
Travel and entertainment	81,936	89,014	170,950	13,137	-	13,137	184,087	152,213
Utilities	-	-	-	7,447	-	7,447	7,447	5,897
Volunteers	-	1,880	1,880	-	-	-	1,880	-
Website	-	-	-	215	-	215	215	766
Total Other Expenses	199,945	226,152	426,097	62,398	27,931	90,329	516,426	502,536
Total Expenses	\$ 214,319	\$ 240,525	\$ 454,844	\$ 79,646	\$ 39,430	\$ 119,076	\$ 573,920	\$ 557,194

See accompanying notes and independent accountants' review report.

The Tomball Sister City Organization

Statement of Cash Flows

Item 3.

Year ended September 30, (with comparative totals for 2024)	2025	2024
Cash Flows from Operating Activities		
Change in Net Assets	\$ (5,305)	\$ (4,643)
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation expense	1,126	1,126
Change in operating assets and liabilities:		
Deferred revenue	(22,268)	7,315
Accrued expenses	(7,359)	7,271
Total Adjustments	(28,501)	15,712
Net Change from Operating Activities	(33,806)	11,069
Net Change in Cash and Cash Equivalents	(33,806)	11,069
Cash and Cash Equivalents, beginning of year	226,287	215,218
Cash and Cash Equivalents, end of year	\$ 192,481	\$ 226,287

The Tomball Sister City Organization

Notes to Financial Statements

Item 3.

NOTE 1 – NATURE OF OPERATIONS AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations – The Tomball Sister City Organization, (the Organization), is a nonprofit corporation founded in 2003 under the laws of the State of Texas for the purpose of the establishment, sponsorship, promotion and support of cultural, business, educational, diplomatic and other exchanges with Tomball's sister city – Telgte, Germany.

To this end the corporation endeavors to promote and heighten public interest in and appreciation of the culture, business, education, products, people or language of sister cities of the City of Tomball, Texas, and to develop programs and provide activities that highlight such culture, business, education, products, people or language, and to assist its members in the development of such programs and the provisions of such activities.

The following programs and services are supported by The Tomball Sister City Organization:

- *Tomball German Heritage Festival* – traditionally held in Tomball during the last weekend in March. It is a Music/Street festival celebrating German and ethnic heritage with four stages of live music entertainment, ethnic and festival food, beer, wine, street vendors, all kinds of German souvenirs and clothing, arts crafts, antiques, Heritage Center, German church service, fireworks, carnival, pony ride, petting zoo, strolling music makers, street performers, and much more.
- *Tomball German Christmas Market* – traditionally held in Tomball on the second weekend in December and includes live music and an open-air market. During this event, street vendors line Market and S. Walnut Streets, selling German Christmas items, arts and crafts, and much more. The event is sponsored by the City of Tomball, Tomball Sister City Organization, and German Heritage Festival.

Basis of Accounting – The financial statements of The Tomball Sister City Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Basis of Presentation – The Organization reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed by its donors: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions are resources available to support operations and not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Organization, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations. Assets restricted solely through the actions of the Board of Directors are reported as net assets without donor restrictions, board-designated.

Net assets with donor restrictions are resources that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or use for a purpose specified by the donor. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-restricted endowment earnings are released when those earnings are appropriated with spending policies and are used for the specified purpose.

Cash and Cash Equivalents – The Organization considers all monies in banks and highly liquid investments with maturities of three months or less from the date of purchase to be cash and cash equivalents. The carrying values

The Tomball Sister City Organization

Notes to Financial Statements

Item 3.

of any cash and cash equivalents are deemed to approximate their fair values because of the short maturities of those financial instruments.

Property and Equipment – Property and equipment are stated at cost or fair value at date of donation. Depreciation is provided using the straight-line method over the estimated useful lives of the assets as follows:

Computers	2 years
Trailers	5 - 15 years

Additions and betterments of \$2,500 or more are capitalized, while maintenance and repairs that do not improve or extend the useful lives of the respective assets are expensed currently.

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is noted. If the carrying amount for the asset is not recoverable, the value is written down to the asset's fair value.

Grants – Grants are recognized when cash, or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met or the donor has explicitly released the condition.

Contributed Nonfinancial Assets – Contributed nonfinancial assets are recognized as contributions at fair value when an unconditional commitment is received from the donor. The related expense is recognized as the item is used. Contributed services are recognized as support at their estimated fair value only when the services received create or enhance nonfinancial assets or require specialized skills possessed by the individuals providing the service, and the service would typically need to be purchased if not donated.

Deferred Revenue – Fees charged to vendors participating in the Christmas Market which are received prior to a fiscal year-end but which relate to the following fiscal year are deferred and recognized as revenue in that following fiscal year, once the Christmas Market is held.

Revenue Recognition – Revenue is recognized when earned. Heritage Festival and Christmas Market sponsorship and fees revenue are deferred to the applicable period in which the related event is held.

Estimates – The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates. The significant estimates included in the financial statements are the estimates of useful lives used for depreciating property and equipment items.

Functional Allocation of Expense – The costs of providing the various programs and activities have been summarized on a functional basis in the statement of activities. The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. The Organization allocates these expenses based on time and effort. Expenses that can be identified with a specific program or supporting service are allocated directly according to their natural expenditure classification.

Income Taxes – The Organization is a nonprofit corporation that is exempt from federal income taxes under Section 501(c)(3) of the U.S. Internal Revenue Code ("Code") and comparable State law, and contributions to it are tax deductible within the limitations prescribed by the Code. The Organization did not conduct any unrelated

The Tomball Sister City Organization

Notes to Financial Statements

Item 3.

business activities in the current fiscal year. Therefore, the Organization has made no provision for federal income taxes in the accompanying financial statements.

The Organization applies the provisions of FASB ASC Topic 740, *Income Taxes*, which prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return. Topic 740 also provides guidance on de-recognition, classification, interest and penalties, accounting in interim periods, disclosures and transition.

The Organization believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements.

Advertising – Advertising costs are expensed as incurred. Advertising expense for the year ended September 30, 2025 and 2024 was \$55,537 and \$61,495, respectively.

NOTE 2 – LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of September 30, 2025, are comprised of cash and cash equivalents amounting to \$192,481.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Organization considers all expenditures related to its ongoing program activities, as well as the conduct of services undertaken to support those activities, to be general expenditures.

The Organization is primarily funded by grants and festival revenue. The Organization has a goal to maintain financial assets on hand to meet two festivals' operating expenses, which are, on average, approximately \$100,000. The majority of the funds needed to meet the festival operating expenses is maintained in a savings account with Amegy Bank.

NOTE 3 – CONCENTRATIONS

The Organization maintains cash balances at one financial institution located in Texas. The accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At September 30, 2025 and 2024, the Organization had no uninsured balances.

For the years ended September 30, 2025 and 2024, one grantor accounted for twenty-eight percent (28%) and twenty-nine percent (29%), respectively, of total public support and revenue.

The Organization also conducts its operations solely in the Tomball area, and, therefore, is subject to risks from changes in local economic conditions. A downturn in the local economy could cause a decrease in grants and negatively impact festival revenues.

The Tomball Sister City Organization

Item 3.

Notes to Financial Statements

NOTE 4 – PROPERTY AND EQUIPMENT

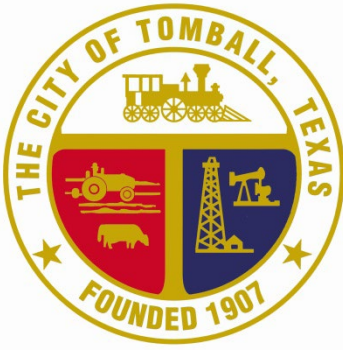
As of September 30, 2025 and 2024, property and equipment consist of the following:

	2025	2024
Computers	\$3,357	\$3,357
Trailers	8,248	8,248
Subtotal property and equipment	11,605	11,605
Less: accumulated depreciation	(10,134)	(9,008)
Total property and equipment, net	\$1,471	\$2,597

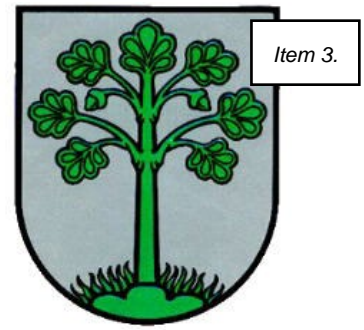
Depreciation expense for the years ended September 30, 2025 and 2024 was \$1,126 in both years.

NOTE 5 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through January 23, 2026, the date the financial statements were available to be issued. No additional events were identified that are required to be disclosed or would have a material impact on reported net assets or changes in net assets.



**TOMBALL SISTER CITY
ORGANIZATION, INC.**
Tomball, Texas – Telgte, Germany
P.O. Box 1131
Tomball, Texas 77377



June 2026

Honorable Mayor and City Council

Re: Request for Support of the German Heritage Festival

The Tomball Sister City Organization, Inc. would like to continue the success of our Heritage Festival and bring thousands of visitors to Tomball this year. With this in mind, we respectfully request the following from our city:

(A) In-kind support for the 2026 TGCM, Dec.11,12,13, 2026 TGHF April 2,3,4

1. Personnel:

Public Works:

Ten (10) employees for Friday night, 6:00 pm - 11:00 pm
Twelve (12) employees for Saturday, 8:00 am - 11:00 pm
Twelve (12) employees for Sunday, 8:00 am - 9:00 pm
Employees will need the use of gators for trash pick-up

Police Department:

Ten (10) Officers for Friday, 5:00 pm - 11:00 pm
Ten (10) Officers for Saturday, 9:00 am - 11:00 pm
Ten (10) Officers for Sunday, 10:00 am - 6:00 pm
Three (3) Officers for Sunday night, 6:00 pm - 10:00 pm (for carnival area)

Fire Department:

Two (2) Firefighter/EMTs for Friday, 5:00 pm - 11:00 pm
Two (2) Firefighter/EMTs for Saturday, 9:00 am - 11:00 pm
Two (2) Firefighter/EMTs for Sunday, 10:00 am - 6:00 pm
1 Special Event Vehicle (Fire) for duration of event

2. Facilities

The use of the Community Center Friday, 10:00 am - 10:00 pm and Saturday, 8:00 am - 10:00 pm and Sunday, 8:00 am - 8:00 pm, and one (1) employee working these hours, also.

3. Supplies/Rentals:

Four (4) 40-yard roll-off, One (1) 30-yard roll-off, and Four (4) 8-yard dumpsters.
 Seventy (70) trash barrels with 500 liners
 Thirty (30) barricades, sixteen (16) traffic cones
 Forty-Two (42) Jersey Barriers – Traffic safety & crowd protection
 Two (2) City owned Generators & Light Towers
 Fuel Top-off for Generators from City's Fuel supply

4. Street Closures:

We respectfully request permission to close the following City Streets:

12:00 noon, Thursday - 10:00 pm, Sunday.

- 100 Block S. Elm Street & Oak Street
- 100 - 200 – 300-400 Blocks of Market Street
- Intersection of Market & 200 Block S. Walnut

5:00 pm Friday until 10:00 pm Sunday: 100 Block Walnut (This is to give access to the Harris County Tax Office.)

We have also requested of Harris County that S. Cherry Street be closed 9:00 am Friday – 8:00 pm, Sunday.

We request the use of the Following. 5 PM Thursday (1) Heritage Plaza Parking Lot across from City Hall. (2) East end of Heritage Park (3) South lot of the Police Parking Lot. 5 PM Friday (4) Westside of parking lot next to city hall.

(B) Cash Request: Reimbursement, not to exceed 80 K as Approved by TAC Board.

Carnival Hours: Friday, 3:00 pm – 11:00 pm; Saturday, 10:00 am – 11:00 pm; Sunday, 10:00 am – 10:00 pm.

Sincerely,
Craig Bogner

Tomball Sister City Organization

Tomball Sister City Organization, Inc.
P. O. Box 1131, Tomball, TX 77377
AS OF 10/08/2025
Officers and Board of Directors

NAME & ADDRESS	PHONE	EMAIL	TERM EXPIRES
Kit Pfeiffer, Chair [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2027
Mark Barnett, Vice Chair [REDACTED] Magnolia, Texas 77354	[REDACTED]	[REDACTED]	2028
Sandra Martin [REDACTED] Spring, Texas 77379	[REDACTED]	[REDACTED]	2027
Craig Bogner Treasurer, General Manager [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2026
Amy Mason [REDACTED] Tomball, Texas 77377	[REDACTED]	[REDACTED]	2028
Alicia Engelke [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2028
Sonja Love [REDACTED] Magnolia, Texas 77354	[REDACTED]	[REDACTED]	2027
Wesley Burke [REDACTED] Tomball, Texas 77377	[REDACTED]	[REDACTED]	2026
Nora Stovall, Secretary [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2026
Shawn Mason [REDACTED] Tomball, Texas 77377	[REDACTED]	[REDACTED]	2027
Brenda Bauske [REDACTED] Tomball, Texas 77377	[REDACTED]	[REDACTED]	2027
Dennis Wilkins [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2028

The Tomball Sister Cities Organization

Item 4.

Statement of Activity

October 1, 2024-September 30, 2025

	TOTAL
Revenue	
Interest	139.17
TGCM Income	\$80,000.00
Festival	46,877.50
Sponsors	20,000.00
Vendors	103,365.00
Total for TGCM Income	\$250,242.50
TGHF Income	\$80,000.00
Festival	70,785.08
Sponsors	20,000.00
Vendors	120,000.00
Total for TGHF Income	\$290,785.08
Total for Revenue	\$541,166.75
Gross Profit	\$541,166.75
Expenditures	
Accounting	4,300.00
Administration	\$2,127.00
Auto	\$198.60
Fuel	1,702.82
Taxes/Registration	149.50
Vehicle Insurance	3,094.14
Total for Auto	\$5,145.06
Bank Charges	669.50
Donations	3,052.88
Dues and Subscriptions	4,950.29
Insurance	4,803.68
Internet	2,513.81
Meals	5,808.56
Postage	238.39
Preventive Maintenance	600.00
Sister City Visit	\$2,198.25
Food	6,299.46
Travel	-74.50
Total for Sister City Visit	\$8,423.21
Storage	2,556.00
Telephone	4,933.16
Tolls	513.82
Travel	495.57
Website	214.67
Total for Administration	\$47,045.60
Exchange Students - Expenses	\$307.29
Meals and Entertainment	1,093.00
Travel	74.50
Total for Exchange Students - Expenses	\$1,474.79

The Tomball Sister Cities Organization

Item 4.

Statement of Activity

October 1, 2024-September 30, 2025

	TOTAL
Heritage Dinner	3,850.00
Hospitality Events	\$800.00
Meals	241.80
Total for Hospitality Events	\$1,041.80
Payroll	
Payroll Service Fee	2,504.19
Payroll Tax Expenses	4,077.36
Salary and Wages	53,300.04
Workers Compensation	116.78
Total for Payroll	\$59,998.37
Scholarship	3,000.00
Taxes	58.89
TGCM Expenses	\$4,002.52
Advertising	\$15,606.44
Buttonstar	230.85
Photography	3,493.75
Tomball Chamber	500.00
Total for Advertising	\$19,831.04
Distributors	\$77,578.39
Buses	9,179.73
Porta Potties	6,330.00
Total for Distributors	\$93,088.12
Entertainment	\$15,000.00
Entertainers	57,990.00
Hotels	8,424.00
Total for Entertainment	\$81,414.00
Hospitality	\$1,056.00
Meals	645.26
Total for Hospitality	\$1,701.26
Security	5,515.00
Volunteers	\$227.75
Snacks	293.62
Total for Volunteers	\$521.37
Total for TGCM Expenses	\$206,073.31
TGHF Expenses	\$2,051.62
Advertising	\$23,090.18
Community Impact	3,756.25
Houston Chronicle	5,052.80
Kwik Kopy	1,604.37
Photography	1,502.50
Tomball Chamber	700.00
Total for Advertising	\$35,706.10

The Tomball Sister Cities Organization

Item 4.

Statement of Activity

October 1, 2024-September 30, 2025

	TOTAL
Distributors	\$93,840.99
Porta Potties	6,250.00
Total for Distributors	\$100,090.99
Entertainment	\$16,000.00
Entertainers	64,996.00
Hotels	8,018.01
Total for Entertainment	\$89,014.01
Hospitality	\$1,047.50
Meals	1,419.74
Total for Hospitality	\$2,467.24
Security	9,704.90
Volunteers	\$500.00
Snacks	331.54
Total for Volunteers	\$831.54
Total for TGHF Expenses	\$239,866.40
Uncategorized Expense	6,081.01
Total for Expenditures	\$572,790.17
Net Operating Revenue	-\$31,623.42
Net Revenue	-\$31,623.42

The Tomball Sister Cities Organization

Item 4.

Statement of Financial Position

As of Sep 30, 2025

	TOTAL
Assets	
Current Assets	
Bank Accounts	
Amegy Checking (main) - 1450	0.00
Amegy Checking (SPONSOR)- 6566	0.00
Amegy Payroll Account - 7769	0.00
Amegy - Savings Acct - 3263	11,345.04
Forst Checking 0899 - Payroll	5,486.14
Forst Checking 0910 - Savings	6,000.00
Frost Checking (0398)	139,033.35
Frost Checking 0902 - Sponsors	5,444.68
Total for Bank Accounts	\$167,309.21
Other Current Assets	
Other receivables	0.00
Total for Other Current Assets	\$0.00
Total for Current Assets	\$167,309.21
Fixed Assets	
Accumulated Depreciation	-6,756.00
Computer	3,357.09
Trailer	8,248.00
Total for Fixed Assets	\$4,849.09
Total for Assets	\$172,158.30
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total for Accounts Payable	\$0.00
Credit Cards	
Amy CC	139.18
Craig CC	2,598.34
Sandra CC	204.27
Tomball Sister City CC	0.00
VISA 5071	0.00
Visa 7970	-479.07
Visa 8630	67.00
Total for Credit Cards	\$2,529.72
Other Current Liabilities	
Exchange Student Fund Balance	8,134.32
Payroll Liability	0.00
Total for Other Current Liabilities	\$8,134.32
Total for Current Liabilities	\$10,664.04
Total for Liabilities	\$10,664.04

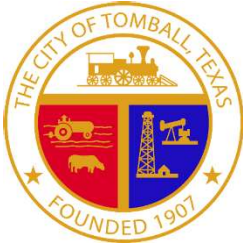
The Tomball Sister Cities Organization

Item 4.

Statement of Financial Position

As of Sep 30, 2025

	TOTAL
Equity	
Opening Bal Equity	2,450.00
Retained Earnings	190,667.68
Net Revenue	-31,623.42
Total for Equity	\$161,494.26
Total for Liabilities and Equity	\$172,158.30



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball’s HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual's residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of tourists.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the "Application for Use of Hotel Occupancy Tax" as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

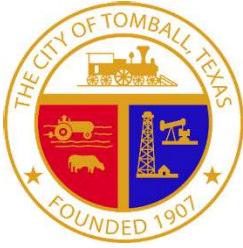
Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Tomball Sister City Org.

Street Address: PO BOX 1131

City: TOMBALL State: TX Zip Code: 77375

Contact Name: Craig Bogner

Role with Organization/Business: GM

Phone Number: 832-715-6291 Email: Craig Bogner

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

To keep the German culture and Heritage of Tomball.
Support a Exchange student program from our sister city program

Section II: Event/Program Information

Event/Program Name: Tomball German Heritage Festival

Date(s) of Event/Program: April 2,3,4 2027

Location of Event/Program (Provide the address or a general location):

100 ,200,300 400 Blocks of Market

Website for Event/Program: Tomballgermanfest.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

26 Years

Provide a detailed description of the event/program.

3 Day German Festival. 4 Music Stages, 150 + vendors, carnival, Kids area.
Free Admission, parking and shuttle for all.
To promote Tomball German Heritage and to bring visitors to Tomball

Estimated Local Attendees at Event/Program: 40 K

Estimated Out of Town Attendees at Event/Program: 20K

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program. \$ 80K

Total operating budget for event/program. \$ 269,000

Percent of event/program to be funded by grant. 29 %

Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures. \$ 30k

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

30,000 Advertising 90,000 for Generators, light towers, Pot a cans & Buses

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) _____

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

All Hotels will have a link on website. Vendors hotel link during the application process. All entertainers stay in Hotel during Festival.

How will you measure the impact of your event on local overnight accommodations?

The city has Meeting with Hotels. The hotels that come most give a room count the days.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.


Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: 

Applicant Printed Name: Craig Bogner

Date of Application: 6/7/2026

Consolidated

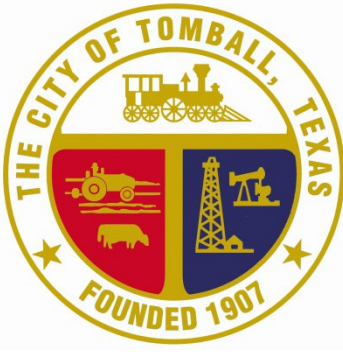
Accounts	Budget totals
Income	
Uncategorized Income	
Billable Expense Income	
Exchange Students - Income	
Donations	
Total Exchange Students - Income	\$0.00
Interest	
Markup	
Rewards	
Sales of Product Income	
TGCM Income	
Festival	
Sponsors	
Vendors	
Total TGCM Income	\$0.00
TGHF Income	
Festival	
Sponsors	
Vendors	
Total TGHF Income	\$0.00
Total Income	\$0.00
Cost of Goods Sold	
Cost of Goods Sold	
Total Cost of Goods Sold	
Expense	
Reconciliation Discrepancies	
Accounting	
Administration	
Auto	
Fuel	
Taxes/Registration	
Vehicle Insurance	
Total Auto	\$0.00
Bank Charges	
Credit Card Fees	
Total Bank Charges	\$0.00
Donations	
Dues and Subscriptions	
Insurance	
Internet	
Meals	
Postage	
Preventive Maintenance	
Sister City Visit	
Food	
Travel	
Total Sister City Visit	\$0.00
Storage	
Telephone	
Tolls	
Travel	

Accounts	Budget
Website	
Total Administration	\$0.00
Bookkeeping	
Deprecation	
Equipment	
Van	
Maintenance	
Total Van	\$0.00
Total Equipment	\$0.00
Exchange Students - Expenses	
Insurance	
Meals and Entertainment	
Travel	
Total Exchange Students - Expenses	\$0.00
Heritage Dinner	
Hospitality Events	
Meals	
Total Hospitality Events	\$0.00
Interest Paid	
Payroll	\$0.00
Payroll Service Fee	
Payroll Tax Expenses	
Salary and Wages	
Workers Compensation	
Total Payroll	\$0.00
Purchases	
Repairs	
Taxes	
TGCM Expenses	\$0.00
Advertising	\$35000.00
Buttonstar	
Champions	
Community Impace	
Das Fenster	
Horsebay	
Houston Chronicle	
Kulp Radio	
Kwik Kopy	
Neighborhood Publishing	
Photography	
Polka	
Star Montrose	
The Rural Connection	
Tomball Chamber	
Townsquare Publications	
Total Advertising	\$35000.00
Distributors	\$37000.00
Buses	
Porta Potties	
Total Distributors	\$37000.00
Entertainment	
Entertainers	
Hotels	
Total Entertainment	\$0.00
Hospitality	
Meals	

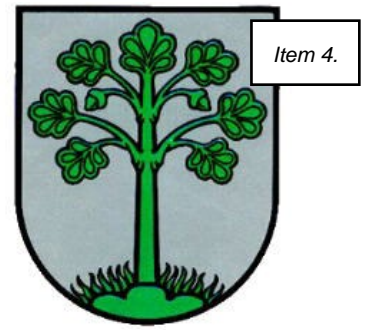
Accounts	Budget
Total Hospitality	\$0.00
Insurance	
Security	\$8000.00
Volunteers	
Snacks	
Total Volunteers	\$0.00
Total TGCM Expenses	\$80000.00
TGHF Expenses	\$0.00
Advertising	\$35000.00
American Classifieds	
Blanco County News	
Button Star	
Community Impact	
Das Fenster	
Hello Woodlands	
Horshoebay	
Houston Chronicle	
Houston Livestock Show & Rodeo	
KStar	
Kulp Radio	
Kwik Kopy	
Neighborhood Publication	
Photography	
Polka	
Printing Materials	
ButtonStar	
FastSigns	
Total Printing Materials	\$0.00
SP Merchandise	
Star Montrose	
Team	
The Rural Connection	
Tomball Chamber	
Townsquare Publications	
Zoogee World	
Total Advertising	\$35000.00
Distributors	\$37000.00
Buses	
Porta Potties	
Total Distributors	\$37000.00
Entertainment	
Entertainers	
Hotels	
Total Entertainment	\$0.00
Equipment Rental	
Hospitality	
Meals	
Total Hospitality	\$0.00
Insurance	
Security	\$8000.00
Volunteers	
Snacks	
Total Volunteers	\$0.00
Total TGHF Expenses	\$80000.00
Unapplied Cash Bill Payment Expense	
Uncategorized Expense	

Accounts	Budget
Total Expense	\$160000.00
Other Income	
Other Expense	
Reconciliation Discrepancies-1	
Total Other Expense	
Total Net Income	\$-160000.00

Friday, June 20, 2025 at 1:17 PM CDT



**TOMBALL SISTER CITY
ORGANIZATION, INC.**
Tomball, Texas – Telgte, Germany
P.O. Box 1131
Tomball, Texas 77377



June 2026

Honorable Mayor and City Council

Re: Request for Support of the German Heritage Festival

The Tomball Sister City Organization, Inc. would like to continue the success of our Heritage Festival and bring thousands of visitors to Tomball this year. With this in mind, we respectfully request the following from our city:

(A) In-kind support for the 2026 TGCM, Dec.11,12,13, 2026 TGHF April 2,3,4

1. Personnel:

Public Works:

Ten (10) employees for Friday night, 6:00 pm - 11:00 pm
Twelve (12) employees for Saturday, 8:00 am - 11:00 pm
Twelve (12) employees for Sunday, 8:00 am - 9:00 pm
Employees will need the use of gators for trash pick-up

Police Department:

Ten (10) Officers for Friday, 5:00 pm - 11:00 pm
Ten (10) Officers for Saturday, 9:00 am - 11:00 pm
Ten (10) Officers for Sunday, 10:00 am - 6:00 pm
Three (3) Officers for Sunday night, 6:00 pm - 10:00 pm (for carnival area)

Fire Department:

Two (2) Firefighter/EMTs for Friday, 5:00 pm - 11:00 pm
Two (2) Firefighter/EMTs for Saturday, 9:00 am - 11:00 pm
Two (2) Firefighter/EMTs for Sunday, 10:00 am - 6:00 pm
1 Special Event Vehicle (Fire) for duration of event

2. Facilities

The use of the Community Center Friday, 10:00 am - 10:00 pm and Saturday, 8:00 am - 10:00 pm and Sunday, 8:00 am - 8:00 pm, and one (1) employee working these hours, also.

3. Supplies/Rentals:

Four (4) 40-yard roll-off, One (1) 30-yard roll-off, and Four (4) 8-yard dumpsters.
 Seventy (70) trash barrels with 500 liners
 Thirty (30) barricades, sixteen (16) traffic cones
 Forty-Two (42) Jersey Barriers – Traffic safety & crowd protection
 Two (2) City owned Generators & Light Towers
 Fuel Top-off for Generators from City's Fuel supply

4. Street Closures:

We respectfully request permission to close the following City Streets:

12:00 noon, Thursday - 10:00 pm, Sunday.

- 100 Block S. Elm Street & Oak Street
- 100 - 200 – 300-400 Blocks of Market Street
- Intersection of Market & 200 Block S. Walnut

5:00 pm Friday until 10:00 pm Sunday: 100 Block Walnut (This is to give access to the Harris County Tax Office.)

We have also requested of Harris County that S. Cherry Street be closed 9:00 am Friday – 8:00 pm, Sunday.

We request the use of the Following. 5 PM Thursday (1) Heritage Plaza Parking Lot across from City Hall. (2) East end of Heritage Park (3) South lot of the Police Parking Lot. 5 PM Friday (4) Westside of parking lot next to city hall.

(B) Cash Request: Reimbursement, not to exceed 80 K as Approved by TAC Board.

Carnival Hours: Friday, 3:00 pm – 11:00 pm; Saturday, 10:00 am – 11:00 pm; Sunday, 10:00 am – 10:00 pm.

Sincerely,
Craig Bogner

Tomball Sister City Organization

Accounts	Budget totals
Total Exchange Students - Income	\$0.00
TGCM Income	\$80000.00
Festival	\$60000.00
Sponsors	\$20000.00
Vendors	\$100000.00
Total TGCM Income	\$260000.00
TGHF Income	\$80000.00
Festival	\$60000.00
Sponsors	\$20000.00
Vendors	\$100000.00
Total TGHF Income	\$260000.00
Total Income	\$520000.00
Total Auto	\$0.00
Total Bank Charges	\$0.00
Total Sister City Visit	\$0.00
Total Administration	\$0.00
Total Van	\$0.00
Total Equipment	\$0.00
Total Exchange Students - Expenses	\$0.00
Total Hospitality Events	\$0.00
Payroll	\$0.00
Payroll Service Fee	\$2000.00
Payroll Tax Expenses	\$4000.00
Salary and Wages	\$49000.00
Workers Compensation	\$237.00
Total Payroll	\$55237.00
TGCM Expenses	\$0.00
Advertising	\$32500.00
Total Advertising	\$32500.00
Distributors	\$89800.00
Total Distributors	\$89800.00
Entertainment	\$56000.00
Total Entertainment	\$56000.00
Total Hospitality	\$0.00
Volunteers	\$2500.00
Total Volunteers	\$2500.00
Total TGCM Expenses	\$180800.00
TGHF Expenses	\$0.00
Advertising	\$32200.00
Total Printing Materials	\$0.00
Total Advertising	\$32200.00
Distributors	\$152500.00
Total Distributors	\$152500.00
Entertainment	\$55800.00
Total Entertainment	\$55800.00
Hospitality	\$1700.00
Total Hospitality	\$1700.00
Insurance	\$0.00
Volunteers	\$1300.00
Total Volunteers	\$1300.00
Total TGHF Expenses	\$243500.00

Accounts	Budget
Total Expense	\$479537.00
Total Net Income	\$40463.00

Monday, October 28, 2024 at 10:55 AM CDT

The Tomball Sister City Organization

Independent Accountants' Review Report and
Financial Statements for the Fiscal Year Ended September 30, 2025
(with comparative totals for 2024)



Tipton & Company

CERTIFIED PUBLIC ACCOUNTANTS

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Statement of Functional Expenses	4
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Tipton & Company

CERTIFIED PUBLIC ACCOUNTANTS

Tipton & Company LLC
 134 Vintage Park Blvd. Ste. A #106
 Houston, TX 77070
www.nonprofitacctg.com

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors of
 The Tomball Sister City Organization
 Tomball, Texas

We have reviewed the accompanying financial statements of The Tomball Sister City Organization (a nonprofit organization), which comprise the statement of financial position as of September 30, 2025, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously reviewed The Tomball Sister City Organization's 2024 financial statements dated December 27, 2024. The summarized comparative information presented herein as of and for the year ended September 30, 2024, is consistent, in all material respects, with the reviewed financial statements from which it has been derived.

Tipton & Company LLC

Tipton & Company
 Certified Public Accountants
 Houston, Texas

January 23, 2026

The Tomball Sister City Organization

Statement of Financial Position

Item 4.

<i>As of September 30, (with comparative totals for 2024)</i>	2025	2024
Assets		
Cash and cash equivalents	\$ 192,481	\$ 226,287
Property and equipment, net	1,471	2,597
Total Assets	\$ 193,952	\$ 228,884
Liabilities and Net Assets		
Liabilities		
Deferred revenue	\$ 25,172	\$ 47,440
Accrued expenses	10,666	18,025
Total Liabilities	35,838	65,465
Net Assets		
Without donor restriction	158,114	163,419
Total Net Assets	158,114	163,419
Total Liabilities and Net Assets	\$ 193,952	\$ 228,884

The Tomball Sister City Organization

Statement of Activities

Item 4.

Year ended September 30, <i>(with comparative totals for 2024)</i>	2025 Total	2024 Total
Without Donor Restrictions		
Public Support and Revenues		
Public Support		
Tomball German Heritage Festival grant	\$ 80,000	\$ 80,000
Tomball German Christmas Market grant	80,000	80,000
Revenue		
Tomball German Heritage Festival sponsorship and fees	210,785	173,372
Tomball German Christmas Market sponsorship and fees	197,691	214,363
Other income	139	4,816
Total Public Support and Revenues	568,615	552,551
Expenses		
Program Activities		
Tomball German Heritage Festival	214,319	220,151
Tomball German Christmas Market	240,525	214,202
Total Program Activities	454,844	434,353
Supporting Activities		
Management and general	79,646	81,283
Fundraising	39,430	41,558
Total Supporting Activities	119,076	122,841
Total Expenses	573,920	557,194
Change in Net Assets		
Net Assets, Beginning of Year	(5,305)	(4,643)
Net Assets, End of Year	163,419	168,062
Net Assets, End of Year	\$ 158,114	\$ 163,419

The Tomball Sister City Organization

Item 4.

Statement of Functional Expenses

Year ended September 30, (with comparative totals for 2024)	Program Activities			Supporting Activities			2025 Total	2024 Total
	Tomball German Heritage Festival	Tomball Christmas Market	Total Program Activities	Management & General	Fundraising	Total Supporting Activities		
Salaries and related expenses								
Salaries and wages	\$ 13,325	\$ 13,325	\$ 26,650	\$ 15,990	\$ 10,660	\$ 26,650	\$ 53,300	\$ 50,551
Payroll taxes	1,019	1,019	2,039	1,223	815	2,039	4,077	3,867
Employee benefits	29	29	59	35	23	59	117	240
Total salaries and related expenses	14,374	14,374	28,747	17,248	11,499	28,747	57,494	54,658
Other Expenses								
Advertising	9,916	18,203	28,119	-	27,419	27,419	55,537	61,495
Auto	-	-	-	2,052	-	2,052	2,052	2,717
Depreciation	-	-	-	1,126	-	1,126	1,126	1,126
Distributors	93,088	100,091	193,179	-	-	-	193,179	143,455
Donations	-	-	-	6,053	-	6,053	6,053	1,784
Dues	-	-	-	4,950	-	4,950	4,950	3,805
Equipment rental	-	-	-	-	-	-	-	63,987
Exchange students	3,146	3,146	6,292	-	-	-	6,292	10,960
Hospitality	1,701	1,420	3,121	-	-	-	3,121	4,883
Insurance	-	-	-	7,898	-	7,898	7,898	9,977
Interest	-	-	-	-	-	-	-	313
Maintenance	-	-	-	600	-	600	600	-
Miscellaneous	-	-	-	10,387	-	10,387	10,387	7,793
Postage	-	-	-	238	-	238	238	293
Professional fees	-	-	-	4,300	-	4,300	4,300	4,500
Security	5,515	9,705	15,220	-	-	-	15,220	9,760
Service fees	626	626	1,252	1,421	501	1,922	3,174	3,246
Storage	-	-	-	2,556	-	2,556	2,556	1,300
Supplies	4,003	2,052	6,055	-	-	-	6,055	9,213
Taxes	15	15	30	18	12	30	59	3,053
Travel and entertainment	81,936	89,014	170,950	13,137	-	13,137	184,087	152,213
Utilities	-	-	-	7,447	-	7,447	7,447	5,897
Volunteers	-	1,880	1,880	-	-	-	1,880	-
Website	-	-	-	215	-	215	215	766
Total Other Expenses	199,945	226,152	426,097	62,398	27,931	90,329	516,426	502,536
Total Expenses	\$ 214,319	\$ 240,525	\$ 454,844	\$ 79,646	\$ 39,430	\$ 119,076	\$ 573,920	\$ 557,194

See accompanying notes and independent accountants' review report.

The Tomball Sister City Organization

Statement of Cash Flows

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Year ended September 30, (with comparative totals for 2024)	2025	2024
Cash Flows from Operating Activities		
Change in Net Assets	\$ (5,305)	\$ (4,643)
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation expense	1,126	1,126
Change in operating assets and liabilities:		
Deferred revenue	(22,268)	7,315
Accrued expenses	(7,359)	7,271
Total Adjustments	(28,501)	15,712
Net Change from Operating Activities	(33,806)	11,069
Net Change in Cash and Cash Equivalents	(33,806)	11,069
Cash and Cash Equivalents, beginning of year	226,287	215,218
Cash and Cash Equivalents, end of year	\$ 192,481	\$ 226,287

NOTE 1 – NATURE OF OPERATIONS AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations – The Tomball Sister City Organization, (the Organization), is a nonprofit corporation founded in 2003 under the laws of the State of Texas for the purpose of the establishment, sponsorship, promotion and support of cultural, business, educational, diplomatic and other exchanges with Tomball's sister city – Telgte, Germany.

To this end the corporation endeavors to promote and heighten public interest in and appreciation of the culture, business, education, products, people or language of sister cities of the City of Tomball, Texas, and to develop programs and provide activities that highlight such culture, business, education, products, people or language, and to assist its members in the development of such programs and the provisions of such activities.

The following programs and services are supported by The Tomball Sister City Organization:

- *Tomball German Heritage Festival* – traditionally held in Tomball during the last weekend in March. It is a Music/Street festival celebrating German and ethnic heritage with four stages of live music entertainment, ethnic and festival food, beer, wine, street vendors, all kinds of German souvenirs and clothing, arts crafts, antiques, Heritage Center, German church service, fireworks, carnival, pony ride, petting zoo, strolling music makers, street performers, and much more.
- *Tomball German Christmas Market* – traditionally held in Tomball on the second weekend in December and includes live music and an open-air market. During this event, street vendors line Market and S. Walnut Streets, selling German Christmas items, arts and crafts, and much more. The event is sponsored by the City of Tomball, Tomball Sister City Organization, and German Heritage Festival.

Basis of Accounting – The financial statements of The Tomball Sister City Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Basis of Presentation – The Organization reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed by its donors: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions are resources available to support operations and not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Organization, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations. Assets restricted solely through the actions of the Board of Directors are reported as net assets without donor restrictions, board-designated.

Net assets with donor restrictions are resources that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or use for a purpose specified by the donor. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-restricted endowment earnings are released when those earnings are appropriated with spending policies and are used for the specified purpose.

Cash and Cash Equivalents – The Organization considers all monies in banks and highly liquid investments with maturities of three months or less from the date of purchase to be cash and cash equivalents. The carrying values

of any cash and cash equivalents are deemed to approximate their fair values because of the short maturities of those financial instruments.

Property and Equipment – Property and equipment are stated at cost or fair value at date of donation. Depreciation is provided using the straight-line method over the estimated useful lives of the assets as follows:

Computers	2 years
Trailers	5 - 15 years

Additions and betterments of \$2,500 or more are capitalized, while maintenance and repairs that do not improve or extend the useful lives of the respective assets are expensed currently.

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is noted. If the carrying amount for the asset is not recoverable, the value is written down to the asset's fair value.

Grants – Grants are recognized when cash, or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met or the donor has explicitly released the condition.

Contributed Nonfinancial Assets – Contributed nonfinancial assets are recognized as contributions at fair value when an unconditional commitment is received from the donor. The related expense is recognized as the item is used. Contributed services are recognized as support at their estimated fair value only when the services received create or enhance nonfinancial assets or require specialized skills possessed by the individuals providing the service, and the service would typically need to be purchased if not donated.

Deferred Revenue – Fees charged to vendors participating in the Christmas Market which are received prior to a fiscal year-end but which relate to the following fiscal year are deferred and recognized as revenue in that following fiscal year, once the Christmas Market is held.

Revenue Recognition – Revenue is recognized when earned. Heritage Festival and Christmas Market sponsorship and fees revenue are deferred to the applicable period in which the related event is held.

Estimates – The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates. The significant estimates included in the financial statements are the estimates of useful lives used for depreciating property and equipment items.

Functional Allocation of Expense – The costs of providing the various programs and activities have been summarized on a functional basis in the statement of activities. The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses require allocation on a reasonable basis that is consistently applied. The Organization allocates these expenses based on time and effort. Expenses that can be identified with a specific program or supporting service are allocated directly according to their natural expenditure classification.

Income Taxes – The Organization is a nonprofit corporation that is exempt from federal income taxes under Section 501(c)(3) of the U.S. Internal Revenue Code (“Code”) and comparable State law, and contributions to it are tax deductible within the limitations prescribed by the Code. The Organization did not conduct any unrelated

The Tomball Sister City Organization

Notes to Financial Statements

Item 4.

business activities in the current fiscal year. Therefore, the Organization has made no provision for federal income taxes in the accompanying financial statements.

The Organization applies the provisions of FASB ASC Topic 740, *Income Taxes*, which prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return. Topic 740 also provides guidance on de-recognition, classification, interest and penalties, accounting in interim periods, disclosures and transition.

The Organization believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements.

Advertising – Advertising costs are expensed as incurred. Advertising expense for the year ended September 30, 2025 and 2024 was \$55,537 and \$61,495, respectively.

NOTE 2 – LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of September 30, 2025, are comprised of cash and cash equivalents amounting to \$192,481.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Organization considers all expenditures related to its ongoing program activities, as well as the conduct of services undertaken to support those activities, to be general expenditures.

The Organization is primarily funded by grants and festival revenue. The Organization has a goal to maintain financial assets on hand to meet two festivals' operating expenses, which are, on average, approximately \$100,000. The majority of the funds needed to meet the festival operating expenses is maintained in a savings account with Amegy Bank.

NOTE 3 – CONCENTRATIONS

The Organization maintains cash balances at one financial institution located in Texas. The accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At September 30, 2025 and 2024, the Organization had no uninsured balances.

For the years ended September 30, 2025 and 2024, one grantor accounted for twenty-eight percent (28%) and twenty-nine percent (29%), respectively, of total public support and revenue.

The Organization also conducts its operations solely in the Tomball area, and, therefore, is subject to risks from changes in local economic conditions. A downturn in the local economy could cause a decrease in grants and negatively impact festival revenues.

The Tomball Sister City Organization

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Notes to Financial Statements

NOTE 4 – PROPERTY AND EQUIPMENT

As of September 30, 2025 and 2024, property and equipment consist of the following:

	2025	2024
Computers	\$3,357	\$3,357
Trailers	8,248	8,248
Subtotal property and equipment	11,605	11,605
Less: accumulated depreciation	(10,134)	(9,008)
Total property and equipment, net	\$1,471	\$2,597

Depreciation expense for the years ended September 30, 2025 and 2024 was \$1,126 in both years.

NOTE 5 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through January 23, 2026, the date the financial statements were available to be issued. No additional events were identified that are required to be disclosed or would have a material impact on reported net assets or changes in net assets.

Tomball Sister City Organization, Inc.
P. O. Box 1131, Tomball, TX 77377
AS OF 10/08/2025
Officers and Board of Directors

NAME & ADDRESS	PHONE	EMAIL	TERM EXPIRES
Kit Pfeiffer, Chair [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2027
Mark Barnett, Vice Chair [REDACTED] Magnolia, Texas 77354	[REDACTED]	[REDACTED]	2028
Sandra Martin [REDACTED] Spring, Texas 77379	[REDACTED]	[REDACTED]	2027
Craig Bogner Treasurer, General Manager [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2026
Amy Mason [REDACTED] Tomball, Texas 77377	[REDACTED]	[REDACTED]	2028
Alicia Engelke [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2028
Sonja Love [REDACTED] Magnolia, Texas 77354	[REDACTED]	[REDACTED]	2027
Wesley Burke [REDACTED] Tomball, Texas 77377	[REDACTED]	[REDACTED]	2026
Nora Stovall, Secretary [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2026
Shawn Mason [REDACTED] Tomball, Texas 77377	[REDACTED]	[REDACTED]	2027
Brenda Bauske [REDACTED] Tomball, Texas 77377	[REDACTED]	[REDACTED]	2027
Dennis Wilkins [REDACTED] Tomball, Texas 77375	[REDACTED]	[REDACTED]	2028

City Council Meeting Agenda Item Data Sheet

Meeting Date: June 30, 2026

Topic:

Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Annual Holiday Parade.

Background:

Application for FY 2026-2027 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Annual Holiday Parade.

Origination: Marketing and Finance

Recommendation:

Staff recommends the Committee proceed with the consideration of this application.

Party(ies) responsible for placing this item on agenda: Bragg Farmer, Finance Director

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: Bragg Farmer 6/30/26 **Approved by:** _____
Staff Member Date City Manager Date

Greater Tomball Area Chamber of Commerce
2026 Budget Overview
 January through December 2026

Item 5.

	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	TOTAL Jan - Dec 26
Ordinary Income/Expense													
Income													
Income													
Rent Income	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	54,720.00
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	1,500.00	1,000.00		1,500.00	3,000.00	4,000.00		4,000.00	2,000.00	1,000.00			18,000.00
Hotel/Motel Tax									45,000.00				45,000.00
First Friday	3,500.00	3,500.00	3,500.00	3,000.00	3,000.00	3,000.00	2,000.00	3,000.00	3,500.00	3,000.00	3,000.00	3,000.00	37,000.00
Networking Breakfast	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	450.00	450.00	500.00	500.00	5,100.00
Women's Committee	600.00	600.00	2,600.00	3,000.00	600.00			7,500.00	6,500.00	600.00	600.00	600.00	23,200.00
Interest Income	3,400.00	120.00	120.00	3,000.00	120.00	120.00	3,000.00	120.00	120.00	3,000.00	120.00	120.00	13,360.00
Membership Dues													
New	10,000.00	10,000.00	8,000.00	8,000.00	7,000.00	7,000.00	7,000.00	10,000.00	10,000.00	10,000.00	8,000.00	5,000.00	100,000.00
Allowance Non-Renewal	-6,793.50	-5,964.63	-3,552.75	-4,213.75	-2,498.38	-3,562.25	-3,416.50	-4,048.88	-5,023.50	-5,885.25	-5,885.25	-3,442.88	-54,287.51
Renewal	67935.01	59,646.26	35,527.51	42,137.51	24,983.76	35,622.51	34,165.01	40,488.76	50,235.01	58,852.51	58,852.51	34,428.76	542,875.12
Total Membership Dues	71,141.51	63,681.63	39,974.76	45,923.76	29,485.38	39,060.26	37,748.51	46,439.88	55,211.51	62,967.26	60,967.26	35,985.88	588,587.61
Miscellaneous Income	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	3,300.00
Publications/Products													
Magazine/Map/Website		300.00		1,200.00	15,000.00		750.00			750.00			18,000.00
Total Publications	0.00	300.00	0.00	1,200.00	15,000.00	0.00	750.00	0.00	0.00	750.00	0.00	0.00	18,000.00
Special Events													
Banquet	10,000.00	15,000.00											25,000.00
Golf Classic		15,000.00	20,000.00			5,000.00							40,000.00
Tomball Night						14,000.00	17,000.00	5,000.00					36,000.00
Holiday Parade						15,000.00			3,000.00	15,000.00	14,000.00		47,000.00
Miss Tomball Pageant									2,000.00	15,000.00	23,000.00		40,000.00
Total Special Events	10,000.00	30,000.00	20,000.00	0.00	0.00	34,000.00	17,000.00	5,000.00	5,000.00	30,000.00	37,000.00	0.00	188,000.00
Total Income	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Total Income	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Gross Profit	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Expense													
Building Expense													
Cleaning	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	9,120.00
Electricity	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	12,660.00
Building Interest	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	13,200.00
Reimbursed by tenants	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-13,200.00
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
Total Building Expense	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	33,780.00

**Greater Tomball Area Chamber of Commerce
2026 Budget Overview
January through December 2026**

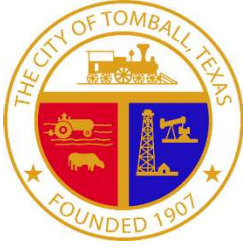
Item 5.

	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	TOTAL Jan - Dec 26
Accounting Expense		7,000.00	4,000.00										11,000.00
Advertising							2,000.00	3,000.00		4,000.00	1,000.00		10,000.00
Bad Debt Expense	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	10,000.00	5,000.00	20,000.00	80,000.00
Health & Wellness		1,500.00			1,500.00			5,000.00	1,000.00	1,000.00	2,000.00		12,000.00
First Friday	3,000.00	3,500.00	3,000.00	3,000.00	3,000.00	2,500.00	2,500.00	3,000.00	3,000.00	3,500.00	3,000.00	3,000.00	36,000.00
Networking Breakfast	200.00	200.00	200.00	100.00	150.00	200.00	100.00	100.00	200.00	200.00	150.00	200.00	2,000.00
Women's Committee	600.00	600.00	600.00	5,000.00	600.00			600.00	2,000.00	600.00	600.00	10,500.00	21,700.00
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	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	16,800.00
Board of Directors	500.00								3,000.00	5,000.00	500.00		9,000.00
Dues and Subscriptions	700.00			450.00	490.00			750.00				1,250.00	3,640.00
Employee Expense													
SUTA	1,700.00	600.00											2,300.00
Development	1,000.00		2,000.00	3,000.00		4,000.00	3,000.00	500.00	500.00	1,000.00			15,000.00
FUTA	150.00	100.00	100.00										350.00
Group Insurance	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	4,000.00	4,000.00	4,000.00	4,000.00	41,600.00
Cell Phone Allowance	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	3,360.00
Payroll Services	560.00	600.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	6,760.00
Payroll Taxes	2,080.00	2,100.00	2,100.00	2,080.00	2,080.00	2,080.00	2,080.00	2,100.00	2,080.00	2,080.00	2,150.00	3,200.00	26,210.00
Salaries													
TACC	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	455,502.96
Contract Labor	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
Bonus												13,881.00	13,881.00
Total Salaries	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	52,089.58	472,383.96
Total Employee Expense	47,178.58	45,088.58	46,448.58	47,328.58	44,328.58	48,328.58	47,328.58	44,848.58	45,628.58	46,128.58	45,198.58	60,129.58	567,963.96
Insurance													
Worker's Compensation	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	482.04
Officer & Director Liability	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	1,761.96
General Liab.	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	8,874.00
Total Insurance	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	11,118.00
Membership/Misc. Expense	2,000.00	6,000.00	2,000.00	1,200.00	700.00	1,500.00	1,000.00	2,000.00	2,000.00	1,000.00	800.00	6,000.00	26,200.00
Office Equipment Expense													
Database	6,750.00												6,750.00
Computer Maintenance	400.00	400.00	1,000.00	400.00	400.00	1,500.00	400.00	400.00	400.00	400.00	400.00	400.00	6,500.00
Copier Lease	600.00	800.00	600.00	600.00	500.00	500.00	1,000.00	1,000.00	800.00	1,400.00	1,000.00	600.00	9,400.00
Pitney Bowes			600.00			600.00			600.00			600.00	2,400.00
Total Office Equip Expense	7,750.00	1,200.00	2,200.00	1,000.00	900.00	2,600.00	1,400.00	1,400.00	1,800.00	1,800.00	1,400.00	1,600.00	25,050.00
Office Supplies	400.00	400.00	1,700.00	1,300.00	1,200.00	500.00	300.00	800.00	300.00	300.00	500.00	200.00	7,900.00
Postage & Delivery	500.00	500.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00	500.00	0.00	0.00	3,500.00
Property Tax Expense	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	16,800.00

Greater Tomball Area Chamber of Commerce
2026 Budget Overview
 January through December 2026

Item 5.

	<u>Jan 26</u>	<u>Feb 26</u>	<u>Mar 26</u>	<u>Apr 26</u>	<u>May 26</u>	<u>Jun 26</u>	<u>Jul 26</u>	<u>Aug 26</u>	<u>Sep 26</u>	<u>Oct 26</u>	<u>Nov 26</u>	<u>Dec 26</u>	<u>TOTAL</u> <u>Jan - Dec 26</u>
Income Tax Expense	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	5,040.00
Rent	160.00	160.00	160.00	160.00	160.00	160.00	175.00	175.00	175.00	175.00	175.00	175.00	2,010.00
Special Events													
Banquet		10,000.00	1,000.00										11,000.00
Golf Classic			20,000.00										20,000.00
Tomball Night							1,000.00	11,000.00					12,000.00
Holiday Parade									1,000.00	1,000.00	21,000.00	2,000.00	25,000.00
Miss Tomball Pageant													
Scholarship Expense											14,500.00		14,500.00
Pageant - Other											6,000.00	7,000.00	13,000.00
Total Miss Tomball										<u>0.00</u>	<u>20,500.00</u>	<u>7,000.00</u>	<u>27,500.00</u>
Total Special Events	0.00	10,000.00	21,000.00	0.00	0.00	0.00	1,000.00	11,000.00	1,000.00	1,000.00	41,500.00	9,000.00	95,500.00
Telephone Expenses	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	7,200.00
Travel & Entertainment	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00
Total Expense	<u>75,897.83</u>	<u>89,057.83</u>	<u>94,717.83</u>	<u>72,947.83</u>	<u>65,937.83</u>	<u>69,197.83</u>	<u>68,712.83</u>	<u>86,082.83</u>	<u>73,012.83</u>	<u>83,112.83</u>	<u>109,732.83</u>	<u>119,963.83</u>	<u>1,008,374.96</u>
Net Ordinary Income	<u>22,478.68</u>	<u>18,378.80</u>	<u>-20,288.07</u>	<u>-7,089.07</u>	<u>-6,497.45</u>	<u>19,217.43</u>	<u>20.68</u>	<u>-11,787.95</u>	<u>52,603.68</u>	<u>26,489.43</u>	<u>289.43</u>	<u>-71,922.95</u>	<u>21,892.65</u>
Principal Building Payment	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	49,800.00
xDepreciation Expense	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	22,032.00
Net Income	<u><u>16,492.68</u></u>	<u><u>12,392.80</u></u>	<u><u>-26,274.07</u></u>	<u><u>-13,075.07</u></u>	<u><u>-12,483.45</u></u>	<u><u>13,231.43</u></u>	<u><u>-5,965.32</u></u>	<u><u>-17,773.95</u></u>	<u><u>46,617.68</u></u>	<u><u>20,503.43</u></u>	<u><u>-5,696.57</u></u>	<u><u>-77,908.95</u></u>	<u><u>-49,939.35</u></u>



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball’s HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual’s residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of tourists.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the “Application for Use of Hotel Occupancy Tax” as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

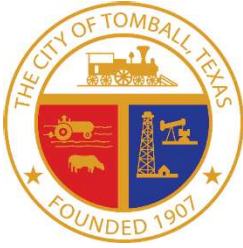
Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Greater Tomball Area Chamber of Commerce

Street Address: 29201 Quinn Road, Suite B

City: Tomball State: TX Zip Code: 77375

Contact Name: Brandy Beyer

Role with Organization/Business: Vice President

Phone Number: 281.351.7222 Email: bbeyer@tomballchamber.org

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Greater Tomball Area Chamber of Commerce provides resources and fosters relationships that empower businesses to prosper in Tomball and its surrounding communities.

Section II: Event/Program Information

Event/Program Name: Tomball Holiday Parade

Date(s) of Event/Program: November 21, 2026

Location of Event/Program (Provide the address or a general location):

Main Street

Website for Event/Program: www.tomballchamber.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

This will be the 60st annual Tomball Holiday Parade.

Provide a detailed description of the event/program.

annual parade with over 150 entries including bands, classic cars, dignitaries and floats

Estimated Local Attendees at Event/Program: 30,000

Estimated Out of Town Attendees at Event/Program: 10,000

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program.	\$ 20,000
Total operating budget for event/program.	\$ 59,350
Percent of event/program to be funded by grant.	34 %
Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures.	\$ 5,000

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

security, advertising, portapotties, dignitary breakfast and band participation

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) _____

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

This event draws crowds from all around - as part of our larger mission, we always encourage participants and attendees to stay in the area and discover Tomball. We request that local business owners promote the parade and themselves as to keep visitors in Tomball and to make a weekend adventure for them and their families.

How will you measure the impact of your event on local overnight accommodations?

Many entries come from out of town for the parade and will choose to stay in Tomball either the night prior to the early morning event, or after to enjoy their visit to Tomball. Our Miss Tomball contestants, who participate in the parade, have many out of town family members that will come to town to support them. They will stay evening prior and the following evening, as the pageant follows the parade.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: Brandy Beyer  Digitally signed by Brandy Beyer
Date: 2026.06.09 14:55:15 -05'00'

Applicant Printed Name: Brandy Beyer

Date of Application: 06/09/2026

Greater Tomball Area Chamber of Commerce

Independent Accountants' Review Report and Financial Statements
for the Year Ended December 31, 2025 (Reviewed)
(with comparative totals for 2024 - Audited)



Tipton & Company
CERTIFIED PUBLIC ACCOUNTANTS

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Statement of Cash Flows	5
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Tipton & Company

CERTIFIED PUBLIC ACCOUNTANTS

Tipton & Company LLC
 134 Vintage Park Blvd. Ste. A #106
 Houston, TX 77070
 www.nonprofitacctg.com

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors
 Greater Tomball Area Chamber of Commerce
 Tomball, Texas

We have reviewed the accompanying financial statements of Greater Tomball Area Chamber of Commerce (a nonprofit organization), which comprise the statement of financial position as of December 31, 2025, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Greater Tomball Area Chamber of Commerce and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Greater Tomball Area Chamber of Commerce's 2024 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated March 12, 2025. The summarized comparative information presented herein as of and for the year ended December 31, 2024, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Tipton & Company LLC

Tipton & Company LLC
 Certified Public Accountants
 Houston, Texas

March 10, 2026

Greater Tomball Area Chamber of Commerce

Statement of Financial Position

Item 5.

<i>As of December 31, (with comparative totals for 2024)</i>	Reviewed 2025	Audited 2024
Assets		
Cash and cash equivalents	\$ 120,813	\$ 132,986
Certificate of deposit	332,310	320,289
Accounts receivable, net	63,750	64,847
Prepaid expenses	11,271	10,677
Property and equipment, net	801,090	796,220
Total Assets	\$ 1,329,234	\$ 1,325,019
Liabilities and Net Assets		
Liabilities		
Accrued expenses	\$ 38,961	\$ 30,248
Deferred revenues	209,844	192,315
Note payable	193,191	240,362
Deposits	4,150	4,150
Total Liabilities	446,146	467,075
Net Assets		
Without donor restrictions	883,088	857,944
Total Net Assets	883,088	857,944
Total Liabilities and Net Assets	\$ 1,329,234	\$ 1,325,019

Greater Tomball Area Chamber of Commerce

Statement of Activities

Item 5.

Year ended December 31, (with comparative totals for 2024)	Reviewed 2025	Audited 2024
Without Donor Restrictions		
Revenue and Support		
Membership dues	\$ 530,670	\$ 513,014
Special events revenue	201,614	208,974
Direct benefit to donor	(24,396)	(26,578)
Capital improvement campaign	36,000	30,000
First Friday luncheon	37,471	33,225
Networking Breakfast	5,135	5,245
Women's Committee	16,034	15,712
City of Tomball hotel tax revenue	45,000	45,000
Rental income	73,242	66,285
Tenant reimbursements	20,596	15,086
Ads and ad commission	27,584	18,334
Contributed nonfinancial assets	9,120	9,470
Interest and investment income	13,496	12,494
Other income	44,331	49,187
Total Revenue and Support	1,035,897	995,448
Expenses		
Program Services		
Business resources	364,091	339,930
Advocacy	364,189	335,393
Total Program Services	728,280	675,323
Supporting Services		
General and administrative	139,744	123,028
Fundraising	142,729	139,814
Total Supporting Services	282,473	262,842
Total Expenses	1,010,753	938,165
Change in Net Assets	25,144	57,283
Net Assets, Beginning of Year	857,944	800,661
Net Assets, End of Year	\$ 883,088	\$ 857,944

Greater Tomball Area Chamber of Commerce

Statement of Functional Expenses

Year ended December 31, (with comparative totals for 2024)	Program Services			Supporting Services			Reviewed 2025 Total	Audited 2024 Total
	Business Resources	Advocacy	Total Program Services	General and Administrative	Fundraising	Total Supporting Services		
Payroll and related expenses								
Salaries	\$ 149,203	\$ 149,203	\$ 298,406	\$ 37,301	\$ 37,301	\$ 74,602	\$ 373,008	\$ 347,078
Payroll taxes	12,717	12,717	25,434	3,179	3,179	6,358	31,792	28,682
Employee benefits	16,331	16,331	32,662	4,083	4,083	8,166	40,828	42,436
Total payroll and related expenses	178,251	178,251	356,502	44,563	44,563	89,126	445,628	418,196
Other expenses								
Advertising	1,276	1,276	2,552	1,276	8,929	10,205	12,757	11,937
Bad debt	19,880	19,880	39,760	19,880	19,880	39,760	79,520	76,171
Bank fees	1,750	1,750	3,500	7,000	7,000	14,000	17,500	14,572
Board expenses	-	-	-	10,481	-	10,481	10,481	8,824
Computer maintenance	3,230	3,230	6,460	807	807	1,614	8,074	6,594
Contract labor	30,340	30,340	60,680	7,585	7,585	15,170	75,850	56,490
Depreciation	12,582	12,582	25,164	3,146	3,146	6,292	31,456	28,785
Dues and subscriptions	1,724	1,724	3,448	430	430	860	4,308	3,636
Employee development	2,927	2,927	5,854	732	732	1,464	7,318	16,514
Equipment lease	4,021	4,021	8,042	1,005	1,005	2,010	10,052	11,200
First Friday	38,919	-	38,919	-	-	-	38,919	33,831
Health committee	11,865	-	11,865	-	-	-	11,865	13,281
Insurance	4,210	4,210	8,420	1,052	1,052	2,104	10,524	10,500
Interest	6,206	6,206	12,412	1,552	1,552	3,104	15,516	21,339
Miscellaneous	6,402	7,869	14,271	5,902	-	5,902	20,173	19,376
Networking breakfast	2,123	-	2,123	-	-	-	2,123	2,580
Office supplies	3,056	3,056	6,112	764	764	1,528	7,640	5,556
Payroll service	2,865	2,865	5,730	716	716	1,432	7,162	6,452
Postage and delivery	1,063	532	1,595	532	1,418	1,950	3,545	1,907
Professional fees	-	-	-	16,111	-	16,111	16,111	10,100
Rent	732	732	1,464	183	183	366	1,830	1,662
Repairs and maintenance	11,873	11,873	23,746	2,968	2,968	5,936	29,682	17,978
Software	2,498	2,498	4,996	624	624	1,248	6,244	5,726
Special events	-	41,613	41,613	-	59,697	59,697	101,310	106,760
Taxes - income	-	-	-	7,601	-	7,601	7,601	6,613
Taxes - property	7,888	7,888	15,776	1,972	1,972	3,944	19,720	17,469
Telephone	2,933	2,933	5,866	733	733	1,466	7,332	6,968
Travel and entertainment	-	-	-	760	-	760	760	760
Utilities	5,477	5,477	10,954	1,369	1,369	2,738	13,692	12,776
Womens Committee	-	10,456	10,456	-	-	-	10,456	10,190
Total other expenses	185,840	185,938	371,778	95,181	122,562	217,743	589,521	546,547
Subtotal	364,091	364,189	728,280	139,744	167,125	306,869	1,035,149	964,743
Less: Direct benefit to donor	-	-	-	-	(24,396)	(24,396)	(24,396)	(26,578)
Total Expenses	\$ 364,091	\$ 364,189	\$ 728,280	\$ 139,744	\$ 142,729	\$ 282,473	\$ 1,010,753	\$ 938,165

See independent accountants' review report

Greater Tomball Area Chamber of Commerce

Statement of Cash Flows

Item 5.

<i>Year Ended December 31, (with comparative totals for 2024)</i>	Reviewed 2025	Audited 2024
Cash Flows From Operating Activities		
Change in net assets	\$ 25,144	\$ 57,283
Adjustments to reconcile change in net assets to net change in operating activities:		
Depreciation	31,456	28,785
Bad debt expense	79,520	76,171
Changes in assets and liabilities:		
Accounts receivable	(78,423)	(96,111)
Prepaid expenses	(594)	(386)
Accrued expenses	8,713	(783)
Deferred revenues	17,529	-
Other liabilities	-	(4,150)
Total Adjustments	58,201	3,526
Net Change in Operating Activities	83,345	60,809
Cash Flows From Investing Activities		
Additions of property and equipment	(36,326)	-
Interest retained in certificates of deposit	(12,021)	(10,468)
Net Change in Investing Activities	(48,347)	(10,468)
Cash Flows From Financing Activities		
Payments on note payable	(47,171)	(141,345)
Net Change in Financing Activities	(47,171)	(141,345)
Net Change in Cash and Cash Equivalents		
Cash and Cash Equivalents, beginning of year	(12,173)	(91,004)
	132,986	223,989
Cash and Cash Equivalents, end of year	\$ 120,813	\$ 132,986
Supplemental Disclosures:		
Interest paid	\$ 15,516	\$ 21,339
Federal income taxes paid	\$ 7,601	\$ 6,613

NOTE 1 – NATURE OF OPERATIONS AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations

The Greater Tomball Area Chamber of Commerce (the “Chamber”) is a not-for-profit organization of citizens who are investing their time and money in a community development program working together to improve the economic, civic, and cultural fortitude of the region, community, or area. The Chamber’s mission is to provide resources and foster relationships that empower businesses to prosper in Tomball and its surrounding communities.

The Chamber is supported through membership dues, contributions, rental income and other miscellaneous revenue. The Chamber conducts the following programs:

- *Business resources* – The Business Resources Division is dedicated to providing and promoting value added, quality networking events to the Chamber’s diverse membership, by ensuring inclusion through new member mentorship programs and by presenting opportunities for personal and business growth. This division invites members to become involved in the Chamber’s programs that will allow relationships to be formed and sustained through a variety of networking events.
- *Advocacy* – The Advocacy Division is committed to being a strong voice for the Chamber’s members and the greater Tomball area community. This will be accomplished by addressing public policy issues with participation from the public, members and elected officials, and holding open discussions about issues that affect the business community including: economic development, education, workforce development, energy and healthcare.

Basis of Accounting

The financial statements of the Chamber have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Basis of Presentation

The Chamber reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed by its donors: net assets without donor restrictions and net assets with donor restrictions.

- *Net assets without donor restrictions* are resources available to support operations and not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Chamber, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations. Assets restricted solely through the actions of the Board of Directors are reported as net assets without donor restrictions, board-designated.
- *Net assets with donor restrictions* are resources that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or use for a purpose specified by the donor. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Other donor-imposed restrictions are perpetual in nature, where

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

the donor stipulates that resources be maintained in perpetuity. Donor-restricted endowment earnings are released when those earnings are appropriated with spending policies and are used for the specified purpose.

Cash and Cash Equivalents

The Chamber considers all monies in banks and highly liquid investments with maturities of three months or less from the date of purchase to be cash and cash equivalents. The carrying values of any cash and cash equivalents are deemed to approximate their fair values because of the short maturities of those financial instruments.

Certificates of Deposit

Certificates of deposit are valued at face value plus accrued interest.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. At December 31, 2025 and 2024, the allowance for bad debts was \$7,021 in both years.

Property and Equipment

The Chamber capitalizes all expenditures for property, plant and equipment in excess of \$500. Maintenance and repairs are charged to operations when incurred. Major improvements and renewals that extend the life of the asset are capitalized. Purchased property, plant and equipment are carried at cost and are depreciated using the straight-line method based on their estimated useful lives as follows:

Buildings and improvements	39 years
Computers and software	3-5 years
Office equipment	5-7 years
Furniture and fixtures	5-7 years

Contributed Nonfinancial Assets

Donated goods are recognized at fair value as contributions when an unconditional commitment is received from the donor. The related expense is recognized as the item is used or sold. All donated goods were utilized by the Organization's programs and supporting services. There were no donor-imposed restrictions associated with the donated services and assets. Contributions of services are recognized when services received (a) create or enhance nonfinancial assets or (b) require specialize skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

Deferred Revenue

Income from membership dues and subscription fees received in advance is deferred and recognized over the periods to which the dues and fees relate.

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 5.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates. The significant estimates included in the financial statements are the estimates of useful lives used for depreciating property and equipment items.

Membership Dues

Membership dues are recognized as revenue ratably over the term of the membership period. Any unearned amounts are included in deferred revenue at the end of each accounting period.

Functional Allocation of Expenses

Expenses are categorized in the Statement of Activities as program services, management and general and fundraising. The Chamber's expenses are allocated on a functional basis among these benefited categories:

- Program service expenses: include direct and indirect (allocated) expenses for the various programs offered by the Chamber to fulfill member investment expectations. Expenses that can be identified with a specific program and support services are allocated directly according to their natural expenditure classification. Other expenses, that are common to several functions, are allocated to program services based on time and effort.
- Management and general expenses: include those expenses, ranging from office management to financial services, that are not directly identifiable with any other specific function but provide for the overall support and direction of the Chamber. Those expenses include the basic necessities to be an accredited, well rounded, and effective organization.
- Fundraising expenses: represent costs incurred in connection with fundraising efforts to continue the Chamber's mission. The membership dues alone are not adequate enough to accomplish the Chamber's goals; therefore, fundraising events are held to fill the gap between membership dues and total expenses.

Income Taxes

The Chamber is operating as a not-for-profit corporation, under Section 501(c)(6) of the Internal Revenue Code, and is not subject to income taxes with the exception of unrelated business income. The Chamber conducted unrelated business activities during the current year. Therefore, the Chamber paid \$7,601 and \$6,613 for federal income taxes in the years ended December 31, 2025 and 2024, respectively.

The Chamber applies the provisions of FASB ASC Topic 740, Income Taxes, which prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return. Topic 740 also provides guidance on de-recognition, classification, interest and penalties, accounting in interim periods, disclosures and transition. As of December 31, 2025 and 2024, no uncertain tax positions were identified.

Leases

The Chamber accounts for leases in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 842, *Leases*. Leases are evaluated using the criteria in FASB ASC 842 to determine whether they will be classified as operating leases or finance leases. The Chamber determines if an

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 5.

arrangement is a lease, or contains a lease, at inception of a contract and when terms of an existing contract are changed. The Chamber determines if an arrangement conveys the right to use an identified asset and whether the Chamber obtains substantially all of the economic benefits from and has the ability to direct the use of the asset. The Chamber recognizes a lease liability and right-of-use (ROU) asset at the commencement date of the lease. The Chamber has elected to not recognize ROU assets and lease liabilities for short-term leases that have an initial lease term of 12 months.

Lease liabilities - Lease liabilities are measured based on the present value of future lease payments using the risk-free rate.

Right of use (ROU) assets - ROU assets are recognized at the present value of the lease payments at inception of the lease adjusted, as appropriate, for certain other payments and allowances related to obtaining the lease and placing the asset in service. Lease expense is recognized on a straight-line basis as rent expense in the statement of functional expenses.

Advertising Cost

Advertising costs are expensed when incurred. Advertising costs for the years ended December 31, 2025 and 2024 amounted to \$12,757 and \$11,937, respectively.

NOTE 2 – LIQUIDITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of December 31, 2025, comprise the following:

Financial assets:	
Cash and cash equivalents	\$120,813
Certificate of deposit	332,310
Accounts receivable, net	63,750
Financial assets available to meet cash needs for general expenditures within one year	\$516,873

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Chamber considers all expenditures related to its ongoing program activities, as well as the conduct of services undertaken to support those activities, to be general expenditures. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the statement of financial position date. The Chamber sets a goal of having financial assets on hand to meet a minimum of 90 days of normal operating expenses, which are, on average, around \$70,000. As part of its liquidity management, the Chamber has a policy to structure its financial assets to be available as general expenditures, liabilities, and other obligations become due.

NOTE 3 – CONCENTRATION OF CREDIT RISKS

The Chamber maintains its cash and certificate of deposit balances in a local bank. These balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Management periodically assesses the financial condition of the financial institutions and believes that any possible credit risk is minimal. As of December 31, 2025 and 2024, the Chamber had approximately \$203,000 of cash and certificate of deposit balances that were not insured by the FDIC. The Chamber has not experienced any losses in such accounts and believes the risk of future loss is mitigated by monitoring the balances and the financial institutions where the cash is deposited.

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 5.

NOTE 4 – PROPERTY AND EQUIPMENT

As of December 31, 2025 and 2024, property, plant and equipment consisted of the following:

	Reviewed 2025	Audited 2024
Building and improvements	\$1,135,520	\$1,112,383
Computers and software	24,956	17,517
Office equipment	14,321	14,321
Furniture and fixtures	23,740	17,990
Land	145,000	145,000
Total property and equipment, gross	1,343,537	1,307,211
Less: accumulated depreciation	(542,447)	(510,991)
Total property and equipment, net	\$801,090	\$796,220

Depreciation expense for the years ended December 31, 2025 and 2024 was \$ 31,456 and \$28,785, respectively.

NOTE 5 – RENTAL INCOME

The Chamber leases portions of its office space to three organizations under operating lease agreements. Rental income is recognized on a straight-line basis over the lease term in accordance with the respective agreements.

For the years ended December 31, 2025 and 2024, rental income was \$73,242 and \$66,285, respectively.

Future minimum lease payments to be received under noncancelable operating leases as of December 31, 2025 are as follows:

For the years ending December 31,

2026	\$ 54,720
2027	54,720
2028	54,720
2029	45,600
Thereafter	-
Total	\$209,760

NOTE 6 – OPERATING LEASES

The Chamber has entered into non-cancelable operating leases that expire in 2024 and 2026. For the years ended December 31, 2025 and 2024, the total rental expense under these leases was \$11,882 and \$12,862, respectively. Future minimum lease payments are as follows:

For the years ending December 31,

2026	\$ 7,334
2027	7,334
2028	3,509
2029	2,234
2030	2,234
Thereafter	-
Total	\$ 22,645

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 5.

NOTE 7 – NOTE PAYABLE

The Chamber has a note payable to a financial institution related to the Quinn Road office building, secured by the property. In December 2023, the loan was modified to bear interest at 7% and to be payable on demand. If demand is not earlier made, the note requires monthly payments of principal and interest of \$5,224 beginning January 10, 2024 through December 10, 2026, at which time the remaining unpaid balance will be due.

As of December 31, 2025 and 2024, the balance was \$193,191 and \$240,362, respectively. Future scheduled maturities of the note payable are as follows:

For the years ending December 31,		
	2026	\$193,191
	Thereafter	-
	Total	\$193,191

NOTE 8 – CONCENTRATIONS

For the years ended December 31, 2025 and 2024, approximately 50% of the Chamber’s total revenue and support came from membership dues.

The Chamber conducts its operations solely in the greater Tomball area, and, therefore, is subject to risks from changes in local economic conditions. A downturn in the local economy could cause a decrease in membership dues and revenue.

NOTE 9 – CONTRIBUTED NONFINANCIAL ASSETS

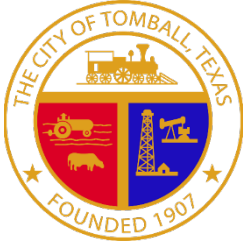
For the years ended December 31, 2025 and 2024, the Chamber’s contributed non-financial assets consist of the following:

		Reviewed 2025	Audited 2024
Nonfinancial Asset Received	Activity		
Advertising	<i>Administrative</i>	\$ 2,520	\$ 2,520
Repairs and maintenance	<i>Administrative</i>	6,600	6,600
Supplies	<i>Fundraising</i>	6,960	4,500
Venues	<i>Program/Fundraising</i>	7,600	6,300
Miscellaneous	<i>All activities</i>	2,238	3,160
Total contributed nonfinancial assets		\$ 25,918	\$ 23,080

All contributed nonfinancial assets are valued at fair market value at the date of donation. Certain contributed nonfinancial assets are included within special events and program revenues on the statement of activities as they relate to those respective activities; therefore, the total presented in the table above does not equal the contributed nonfinancial assets line item.

NOTE 10 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through March 10, 2026, the date the financial statements were available to be issued. No events were identified that are required to be disclosed or would have a material impact on reported net assets or changes in net assets.



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball’s HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual's residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of tourists.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the "Application for Use of Hotel Occupancy Tax" as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

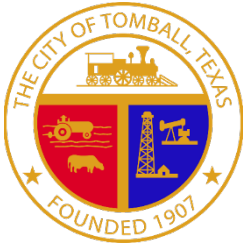
Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Greater Tomball Area Chamber of Commerce

Street Address: 29201 Quinn Road, Suite B

City: Tomball State: TX Zip Code: 77375

Contact Name: Brandy Beyer

Role with Organization/Business: Vice President

Phone Number: 281.351.7222 Email: bbeyer@tomballchamber.org

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Greater Tomball Area Chamber of Commerce provides resources and fosters relationships that empower businesses to prosper in Tomball and its surrounding communities.

Section II: Event/Program Information

Event/Program Name: Tomball Holiday Parade

Date(s) of Event/Program: November 21, 2026

Location of Event/Program (Provide the address or a general location):

Main Street

Website for Event/Program: www.tomballchamber.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

This will be the 60st annual Tomball Holiday Parade.

Provide a detailed description of the event/program.

annual parade with over 150 entries including bands, classic cars, dignitaries and floats

Estimated Local Attendees at Event/Program: 30,000

Estimated Out of Town Attendees at Event/Program: 10,000

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program.	<u>\$20,000</u>
Total operating budget for event/program.	<u>\$59,350</u>
Percent of event/program to be funded by grant.	<u>34</u> %
Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures.	<u>\$5,000</u>

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

security, advertising, portapotties, dignitary breakfast and band participation

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) _____

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

This event draws crowds from all around - as part of our larger mission, we always encourage participants and attendees to stay in the area and discover Tomball. We request that local business owners promote the parade and themselves as to keep visitors in Tomball and to make a weekend adventure for them and their families.

How will you measure the impact of your event on local overnight accommodations?

Many entries come from out of town for the parade and will choose to stay in Tomball either the night prior to the early morning event, or after to enjoy their visit to Tomball. Our Miss Tomball contestants, who participate in the parade, have many out of town family members that will come to town to support them. They will stay evening prior and the following evening, as the pageant follows the parade.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: Brandy Beyer  Digitally signed by Brandy Beyer
 Date: 2026.06.09 14:55:15 -05'00'

Applicant Printed Name: Brandy Beyer

Date of Application: 06/09/2026

Greater Tomball Area Chamber of Commerce
2026 Budget Overview
 January through December 2026

Item 6.

	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	TOTAL Jan - Dec 26
Ordinary Income/Expense													
Income													
Income													
Rent Income	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	54,720.00
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	1,500.00	1,000.00		1,500.00	3,000.00	4,000.00		4,000.00	2,000.00	1,000.00			18,000.00
Hotel/Motel Tax									45,000.00				45,000.00
First Friday	3,500.00	3,500.00	3,500.00	3,000.00	3,000.00	3,000.00	2,000.00	3,000.00	3,500.00	3,000.00	3,000.00	3,000.00	37,000.00
Networking Breakfast	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	450.00	450.00	500.00	500.00	5,100.00
Women's Committee	600.00	600.00	2,600.00	3,000.00	600.00			7,500.00	6,500.00	600.00	600.00	600.00	23,200.00
Interest Income	3,400.00	120.00	120.00	3,000.00	120.00	120.00	3,000.00	120.00	120.00	3,000.00	120.00	120.00	13,360.00
Membership Dues													
New	10,000.00	10,000.00	8,000.00	8,000.00	7,000.00	7,000.00	7,000.00	10,000.00	10,000.00	10,000.00	8,000.00	5,000.00	100,000.00
Allowance Non-Renewal	-6,793.50	-5,964.63	-3,552.75	-4,213.75	-2,498.38	-3,562.25	-3,416.50	-4,048.88	-5,023.50	-5,885.25	-5,885.25	-3,442.88	-54,287.51
Renewal	67935.01	59,646.26	35,527.51	42,137.51	24,983.76	35,622.51	34,165.01	40,488.76	50,235.01	58,852.51	58,852.51	34,428.76	542,875.12
Total Membership Dues	71,141.51	63,681.63	39,974.76	45,923.76	29,485.38	39,060.26	37,748.51	46,439.88	55,211.51	62,967.26	60,967.26	35,985.88	588,587.61
Miscellaneous Income	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	3,300.00
Publications/Products													
Magazine/Map/Website		300.00		1,200.00	15,000.00		750.00			750.00			18,000.00
Total Publications	0.00	300.00	0.00	1,200.00	15,000.00	0.00	750.00	0.00	0.00	750.00	0.00	0.00	18,000.00
Special Events													
Banquet	10,000.00	15,000.00											25,000.00
Golf Classic		15,000.00	20,000.00			5,000.00							40,000.00
Tomball Night						14,000.00	17,000.00	5,000.00					36,000.00
Holiday Parade						15,000.00			3,000.00	15,000.00	14,000.00		47,000.00
Miss Tomball Pageant									2,000.00	15,000.00	23,000.00		40,000.00
Total Special Events	10,000.00	30,000.00	20,000.00	0.00	0.00	34,000.00	17,000.00	5,000.00	5,000.00	30,000.00	37,000.00	0.00	188,000.00
Total Income	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Total Income	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Gross Profit	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Expense													
Building Expense													
Cleaning	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	9,120.00
Electricity	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	12,660.00
Building Interest	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	13,200.00
Reimbursed by tenants	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-13,200.00
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
Total Building Expense	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	33,780.00

**Greater Tomball Area Chamber of Commerce
2026 Budget Overview
January through December 2026**

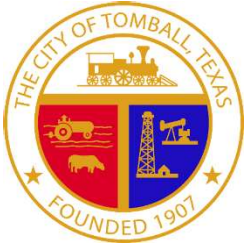
Item 6.

	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	TOTAL Jan - Dec 26
Accounting Expense		7,000.00	4,000.00										11,000.00
Advertising							2,000.00	3,000.00		4,000.00	1,000.00		10,000.00
Bad Debt Expense	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	10,000.00	5,000.00	20,000.00	80,000.00
Health & Wellness		1,500.00			1,500.00			5,000.00	1,000.00	1,000.00	2,000.00		12,000.00
First Friday	3,000.00	3,500.00	3,000.00	3,000.00	3,000.00	2,500.00	2,500.00	3,000.00	3,000.00	3,500.00	3,000.00	3,000.00	36,000.00
Networking Breakfast	200.00	200.00	200.00	100.00	150.00	200.00	100.00	100.00	200.00	200.00	150.00	200.00	2,000.00
Women's Committee	600.00	600.00	600.00	5,000.00	600.00			600.00	2,000.00	600.00	600.00	10,500.00	21,700.00
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	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	16,800.00
Board of Directors	500.00								3,000.00	5,000.00	500.00		9,000.00
Dues and Subscriptions	700.00			450.00	490.00			750.00				1,250.00	3,640.00
Employee Expense													
SUTA	1,700.00	600.00											2,300.00
Development	1,000.00		2,000.00	3,000.00		4,000.00	3,000.00	500.00	500.00	1,000.00			15,000.00
FUTA	150.00	100.00	100.00										350.00
Group Insurance	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	4,000.00	4,000.00	4,000.00	4,000.00	41,600.00
Cell Phone Allowance	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	3,360.00
Payroll Services	560.00	600.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	6,760.00
Payroll Taxes	2,080.00	2,100.00	2,100.00	2,080.00	2,080.00	2,080.00	2,080.00	2,100.00	2,080.00	2,080.00	2,150.00	3,200.00	26,210.00
Salaries													
TACC	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	455,502.96
Contract Labor	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
Bonus												13,881.00	13,881.00
Total Salaries	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	52,089.58	472,383.96
Total Employee Expense	47,178.58	45,088.58	46,448.58	47,328.58	44,328.58	48,328.58	47,328.58	44,848.58	45,628.58	46,128.58	45,198.58	60,129.58	567,963.96
Insurance													
Worker's Compensation	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	482.04
Officer & Director Liability	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	1,761.96
General Liab.	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	8,874.00
Total Insurance	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	11,118.00
Membership/Misc. Expense	2,000.00	6,000.00	2,000.00	1,200.00	700.00	1,500.00	1,000.00	2,000.00	2,000.00	1,000.00	800.00	6,000.00	26,200.00
Office Equipment Expense													
Database	6,750.00												6,750.00
Computer Maintenance	400.00	400.00	1,000.00	400.00	400.00	1,500.00	400.00	400.00	400.00	400.00	400.00	400.00	6,500.00
Copier Lease	600.00	800.00	600.00	600.00	500.00	500.00	1,000.00	1,000.00	800.00	1,400.00	1,000.00	600.00	9,400.00
Pitney Bowes			600.00			600.00			600.00			600.00	2,400.00
Total Office Equip Expense	7,750.00	1,200.00	2,200.00	1,000.00	900.00	2,600.00	1,400.00	1,400.00	1,800.00	1,800.00	1,400.00	1,600.00	25,050.00
Office Supplies	400.00	400.00	1,700.00	1,300.00	1,200.00	500.00	300.00	800.00	300.00	300.00	500.00	200.00	7,900.00
Postage & Delivery	500.00	500.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00	500.00	0.00	0.00	3,500.00
Property Tax Expense	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	16,800.00

Greater Tomball Area Chamber of Commerce
2026 Budget Overview
 January through December 2026

Item 6.

	<u>Jan 26</u>	<u>Feb 26</u>	<u>Mar 26</u>	<u>Apr 26</u>	<u>May 26</u>	<u>Jun 26</u>	<u>Jul 26</u>	<u>Aug 26</u>	<u>Sep 26</u>	<u>Oct 26</u>	<u>Nov 26</u>	<u>Dec 26</u>	<u>TOTAL</u> <u>Jan - Dec 26</u>
Income Tax Expense	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	5,040.00
Rent	160.00	160.00	160.00	160.00	160.00	160.00	175.00	175.00	175.00	175.00	175.00	175.00	2,010.00
Special Events													
Banquet		10,000.00	1,000.00										11,000.00
Golf Classic			20,000.00										20,000.00
Tomball Night							1,000.00	11,000.00					12,000.00
Holiday Parade									1,000.00	1,000.00	21,000.00	2,000.00	25,000.00
Miss Tomball Pageant													
Scholarship Expense											14,500.00		14,500.00
Pageant - Other											6,000.00	7,000.00	13,000.00
Total Miss Tomball										0.00	20,500.00	7,000.00	27,500.00
Total Special Events	0.00	10,000.00	21,000.00	0.00	0.00	0.00	1,000.00	11,000.00	1,000.00	1,000.00	41,500.00	9,000.00	95,500.00
Telephone Expenses	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	7,200.00
Travel & Entertainment	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00
Total Expense	<u>75,897.83</u>	<u>89,057.83</u>	<u>94,717.83</u>	<u>72,947.83</u>	<u>65,937.83</u>	<u>69,197.83</u>	<u>68,712.83</u>	<u>86,082.83</u>	<u>73,012.83</u>	<u>83,112.83</u>	<u>109,732.83</u>	<u>119,963.83</u>	<u>1,008,374.96</u>
Net Ordinary Income	<u>22,478.68</u>	<u>18,378.80</u>	<u>-20,288.07</u>	<u>-7,089.07</u>	<u>-6,497.45</u>	<u>19,217.43</u>	<u>20.68</u>	<u>-11,787.95</u>	<u>52,603.68</u>	<u>26,489.43</u>	<u>289.43</u>	<u>-71,922.95</u>	<u>21,892.65</u>
Principal Building Payment	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	49,800.00
xDepreciation Expense	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	22,032.00
Net Income	<u>16,492.68</u>	<u>12,392.80</u>	<u>-26,274.07</u>	<u>-13,075.07</u>	<u>-12,483.45</u>	<u>13,231.43</u>	<u>-5,965.32</u>	<u>-17,773.95</u>	<u>46,617.68</u>	<u>20,503.43</u>	<u>-5,696.57</u>	<u>-77,908.95</u>	<u>-49,939.35</u>



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball’s HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual's residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of tourists.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the "Application for Use of Hotel Occupancy Tax" as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

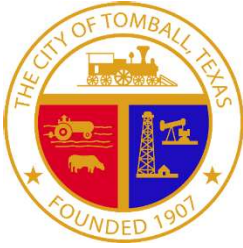
Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Greater Tomball Area Chamber of Commerce

Street Address: 29201 Quinn Road, Suite B

City: Tomball State: TX Zip Code: 77375

Contact Name: Brandy Beyer

Role with Organization/Business: Vice President

Phone Number: 281.351.7222 Email: bbeyer@tomballchamber.org

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Greater Tomball Area Chamber of Commerce provides resources and fosters relationships that empower businesses to prosper in Tomball and its surrounding communities.

Section II: Event/Program Information

Event/Program Name: Tomball Night

Date(s) of Event/Program: August 6, 2027

Location of Event/Program (Provide the address or a general location):

Main Street and Market Street

Website for Event/Program: www.tomballchamber.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

This will be the 55th annual Tomball Night.

Provide a detailed description of the event/program.

community festival with over 90 vendors downtown, Parade of Lights and fireworks

Estimated Local Attendees at Event/Program: 10,000

Estimated Out of Town Attendees at Event/Program: 3,000

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program.	\$ 15,000
Total operating budget for event/program.	\$ 47,450
Percent of event/program to be funded by grant.	32 %
Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures.	\$ 5,000

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

advertising, portapotties, equipment rentals and fireworks

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) _____

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

This event draws crowds from all around - as part of our larger mission, we always encourage participants and attendees to stay in the area and discover Tomball. We request that local business owners promote the evening and themselves as to keep money local as well as encourage event patrons to shop all weekend with businesses having weekend sales.

How will you measure the impact of your event on local overnight accommodations?

Many vendors/entries for Tomball Night and Parade of Lights come from out of town and will choose to stay in Tomball following the long evening event, and for the weekend to enjoy their visit to Tomball. Attendees choose to make a long weekend that starts with Tomball Night, as a getaway prior to the start of the school year.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

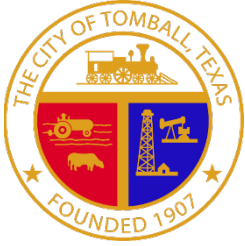
Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: Brandy Beyer  Digitally signed by Brandy Beyer
Date: 2026.06.09 14:55:15 -05'00'

Applicant Printed Name: Brandy Beyer

Date of Application: 06/09/2026



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

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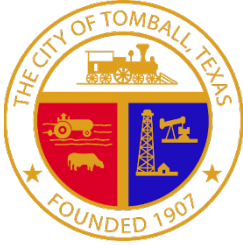
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The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Greater Tomball Area Chamber of Commerce

Street Address: 29201 Quinn Road, Suite B

City: Tomball State: TX Zip Code: 77375

Contact Name: Brandy Beyer

Role with Organization/Business: Vice President

Phone Number: 281.351.7222 Email: bbeyer@tomballchamber.org

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Greater Tomball Area Chamber of Commerce provides resources and fosters relationships that empower businesses to prosper in Tomball and its surrounding communities.

Section II: Event/Program Information

Event/Program Name: Tomball Night

Date(s) of Event/Program: August 6, 2027

Location of Event/Program (Provide the address or a general location):

Main Street and Market Street

Website for Event/Program: www.tomballchamber.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

This will be the 55th annual Tomball Night.

Provide a detailed description of the event/program.

community festival with over 90 vendors downtown, Parade of Lights and fireworks

Estimated Local Attendees at Event/Program: 10,000

Estimated Out of Town Attendees at Event/Program: 3,000

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program.	<u>\$15,000</u>
Total operating budget for event/program.	<u>\$47,450</u>
Percent of event/program to be funded by grant.	<u>32</u> %
Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures.	<u>\$5,000</u>

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

advertising, portapotties, equipment rentals and fireworks

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) _____

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

This event draws crowds from all around - as part of our larger mission, we always encourage participants and attendees to stay in the area and discover Tomball. We request that local business owners promote the evening and themselves as to keep money local as well as encourage event patrons to shop all weekend with businesses having weekend sales.

How will you measure the impact of your event on local overnight accommodations?

Many vendors/entries for Tomball Night and Parade of Lights come from out of town and will choose to stay in Tomball following the long evening event, and for the weekend to enjoy their visit to Tomball. Attendees choose to make a long weekend that starts with Tomball Night, as a getaway prior to the start of the school year.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: Brandy Beyer  Digitally signed by Brandy Beyer
Date: 2026.06.09 14:55:15 -05'00'

Applicant Printed Name: Brandy Beyer

Date of Application: 06/09/2026

Greater Tomball Area Chamber of Commerce

Independent Accountants' Review Report and Financial Statements
for the Year Ended December 31, 2025 (Reviewed)
(with comparative totals for 2024 - Audited)



Tipton & Company
CERTIFIED PUBLIC ACCOUNTANTS

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Tipton & Company

CERTIFIED PUBLIC ACCOUNTANTS

Tipton & Company LLC
 134 Vintage Park Blvd. Ste. A #106
 Houston, TX 77070
 www.nonprofitacctg.com

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors
 Greater Tomball Area Chamber of Commerce
 Tomball, Texas

We have reviewed the accompanying financial statements of Greater Tomball Area Chamber of Commerce (a nonprofit organization), which comprise the statement of financial position as of December 31, 2025, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Greater Tomball Area Chamber of Commerce and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Greater Tomball Area Chamber of Commerce's 2024 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated March 12, 2025. The summarized comparative information presented herein as of and for the year ended December 31, 2024, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Tipton & Company LLC

Tipton & Company LLC
 Certified Public Accountants
 Houston, Texas

March 10, 2026

Greater Tomball Area Chamber of Commerce

Statement of Financial Position

Item 6.

<i>As of December 31, (with comparative totals for 2024)</i>	Reviewed 2025	Audited 2024
Assets		
Cash and cash equivalents	\$ 120,813	\$ 132,986
Certificate of deposit	332,310	320,289
Accounts receivable, net	63,750	64,847
Prepaid expenses	11,271	10,677
Property and equipment, net	801,090	796,220
Total Assets	\$ 1,329,234	\$ 1,325,019
Liabilities and Net Assets		
Liabilities		
Accrued expenses	\$ 38,961	\$ 30,248
Deferred revenues	209,844	192,315
Note payable	193,191	240,362
Deposits	4,150	4,150
Total Liabilities	446,146	467,075
Net Assets		
Without donor restrictions	883,088	857,944
Total Net Assets	883,088	857,944
Total Liabilities and Net Assets	\$ 1,329,234	\$ 1,325,019

Greater Tomball Area Chamber of Commerce

Statement of Activities

Item 6.

Year ended December 31, (with comparative totals for 2024)	Reviewed 2025	Audited 2024
Without Donor Restrictions		
Revenue and Support		
Membership dues	\$ 530,670	\$ 513,014
Special events revenue	201,614	208,974
Direct benefit to donor	(24,396)	(26,578)
Capital improvement campaign	36,000	30,000
First Friday luncheon	37,471	33,225
Networking Breakfast	5,135	5,245
Women's Committee	16,034	15,712
City of Tomball hotel tax revenue	45,000	45,000
Rental income	73,242	66,285
Tenant reimbursements	20,596	15,086
Ads and ad commission	27,584	18,334
Contributed nonfinancial assets	9,120	9,470
Interest and investment income	13,496	12,494
Other income	44,331	49,187
Total Revenue and Support	1,035,897	995,448
Expenses		
Program Services		
Business resources	364,091	339,930
Advocacy	364,189	335,393
Total Program Services	728,280	675,323
Supporting Services		
General and administrative	139,744	123,028
Fundraising	142,729	139,814
Total Supporting Services	282,473	262,842
Total Expenses	1,010,753	938,165
Change in Net Assets	25,144	57,283
Net Assets, Beginning of Year	857,944	800,661
Net Assets, End of Year	\$ 883,088	\$ 857,944

See independent accountants' review report

Greater Tomball Area Chamber of Commerce

Statement of Functional Expenses

Year ended December 31, (with comparative totals for 2024)	Program Services			Supporting Services			Reviewed 2025 Total	Audited 2024 Total
	Business Resources	Advocacy	Total Program Services	General and Administrative	Fundraising	Total Supporting Services		
Payroll and related expenses								
Salaries	\$ 149,203	\$ 149,203	\$ 298,406	\$ 37,301	\$ 37,301	\$ 74,602	\$ 373,008	\$ 347,078
Payroll taxes	12,717	12,717	25,434	3,179	3,179	6,358	31,792	28,682
Employee benefits	16,331	16,331	32,662	4,083	4,083	8,166	40,828	42,436
Total payroll and related expenses	178,251	178,251	356,502	44,563	44,563	89,126	445,628	418,196
Other expenses								
Advertising	1,276	1,276	2,552	1,276	8,929	10,205	12,757	11,937
Bad debt	19,880	19,880	39,760	19,880	19,880	39,760	79,520	76,171
Bank fees	1,750	1,750	3,500	7,000	7,000	14,000	17,500	14,572
Board expenses	-	-	-	10,481	-	10,481	10,481	8,824
Computer maintenance	3,230	3,230	6,460	807	807	1,614	8,074	6,594
Contract labor	30,340	30,340	60,680	7,585	7,585	15,170	75,850	56,490
Depreciation	12,582	12,582	25,164	3,146	3,146	6,292	31,456	28,785
Dues and subscriptions	1,724	1,724	3,448	430	430	860	4,308	3,636
Employee development	2,927	2,927	5,854	732	732	1,464	7,318	16,514
Equipment lease	4,021	4,021	8,042	1,005	1,005	2,010	10,052	11,200
First Friday	38,919	-	38,919	-	-	-	38,919	33,831
Health committee	11,865	-	11,865	-	-	-	11,865	13,281
Insurance	4,210	4,210	8,420	1,052	1,052	2,104	10,524	10,500
Interest	6,206	6,206	12,412	1,552	1,552	3,104	15,516	21,339
Miscellaneous	6,402	7,869	14,271	5,902	-	5,902	20,173	19,376
Networking breakfast	2,123	-	2,123	-	-	-	2,123	2,580
Office supplies	3,056	3,056	6,112	764	764	1,528	7,640	5,556
Payroll service	2,865	2,865	5,730	716	716	1,432	7,162	6,452
Postage and delivery	1,063	532	1,595	532	1,418	1,950	3,545	1,907
Professional fees	-	-	-	16,111	-	16,111	16,111	10,100
Rent	732	732	1,464	183	183	366	1,830	1,662
Repairs and maintenance	11,873	11,873	23,746	2,968	2,968	5,936	29,682	17,978
Software	2,498	2,498	4,996	624	624	1,248	6,244	5,726
Special events	-	41,613	41,613	-	59,697	59,697	101,310	106,760
Taxes - income	-	-	-	7,601	-	7,601	7,601	6,613
Taxes - property	7,888	7,888	15,776	1,972	1,972	3,944	19,720	17,469
Telephone	2,933	2,933	5,866	733	733	1,466	7,332	6,968
Travel and entertainment	-	-	-	760	-	760	760	760
Utilities	5,477	5,477	10,954	1,369	1,369	2,738	13,692	12,776
Womens Committee	-	10,456	10,456	-	-	-	10,456	10,190
Total other expenses	185,840	185,938	371,778	95,181	122,562	217,743	589,521	546,547
Subtotal	364,091	364,189	728,280	139,744	167,125	306,869	1,035,149	964,743
Less: Direct benefit to donor	-	-	-	-	(24,396)	(24,396)	(24,396)	(26,578)
Total Expenses	\$ 364,091	\$ 364,189	\$ 728,280	\$ 139,744	\$ 142,729	\$ 282,473	\$ 1,010,753	\$ 938,165

See independent accountants' review report

Greater Tomball Area Chamber of Commerce

Statement of Cash Flows

Item 6.

<i>Year Ended December 31, (with comparative totals for 2024)</i>	Reviewed 2025	Audited 2024
Cash Flows From Operating Activities		
Change in net assets	\$ 25,144	\$ 57,283
Adjustments to reconcile change in net assets to net change in operating activities:		
Depreciation	31,456	28,785
Bad debt expense	79,520	76,171
Changes in assets and liabilities:		
Accounts receivable	(78,423)	(96,111)
Prepaid expenses	(594)	(386)
Accrued expenses	8,713	(783)
Deferred revenues	17,529	-
Other liabilities	-	(4,150)
Total Adjustments	58,201	3,526
Net Change in Operating Activities	83,345	60,809
Cash Flows From Investing Activities		
Additions of property and equipment	(36,326)	-
Interest retained in certificates of deposit	(12,021)	(10,468)
Net Change in Investing Activities	(48,347)	(10,468)
Cash Flows From Financing Activities		
Payments on note payable	(47,171)	(141,345)
Net Change in Financing Activities	(47,171)	(141,345)
Net Change in Cash and Cash Equivalents		
Cash and Cash Equivalents, beginning of year	(12,173)	(91,004)
	132,986	223,989
Cash and Cash Equivalents, end of year	\$ 120,813	\$ 132,986
Supplemental Disclosures:		
Interest paid	\$ 15,516	\$ 21,339
Federal income taxes paid	\$ 7,601	\$ 6,613

See independent accountants' review report

NOTE 1 – NATURE OF OPERATIONS AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations

The Greater Tomball Area Chamber of Commerce (the “Chamber”) is a not-for-profit organization of citizens who are investing their time and money in a community development program working together to improve the economic, civic, and cultural fortitude of the region, community, or area. The Chamber’s mission is to provide resources and foster relationships that empower businesses to prosper in Tomball and its surrounding communities.

The Chamber is supported through membership dues, contributions, rental income and other miscellaneous revenue. The Chamber conducts the following programs:

- *Business resources* – The Business Resources Division is dedicated to providing and promoting value added, quality networking events to the Chamber’s diverse membership, by ensuring inclusion through new member mentorship programs and by presenting opportunities for personal and business growth. This division invites members to become involved in the Chamber’s programs that will allow relationships to be formed and sustained through a variety of networking events.
- *Advocacy* – The Advocacy Division is committed to being a strong voice for the Chamber’s members and the greater Tomball area community. This will be accomplished by addressing public policy issues with participation from the public, members and elected officials, and holding open discussions about issues that affect the business community including: economic development, education, workforce development, energy and healthcare.

Basis of Accounting

The financial statements of the Chamber have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Basis of Presentation

The Chamber reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed by its donors: net assets without donor restrictions and net assets with donor restrictions.

- *Net assets without donor restrictions* are resources available to support operations and not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Chamber, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations. Assets restricted solely through the actions of the Board of Directors are reported as net assets without donor restrictions, board-designated.
- *Net assets with donor restrictions* are resources that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or use for a purpose specified by the donor. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Other donor-imposed restrictions are perpetual in nature, where

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

the donor stipulates that resources be maintained in perpetuity. Donor-restricted endowment earnings are released when those earnings are appropriated with spending policies and are used for the specified purpose.

Cash and Cash Equivalents

The Chamber considers all monies in banks and highly liquid investments with maturities of three months or less from the date of purchase to be cash and cash equivalents. The carrying values of any cash and cash equivalents are deemed to approximate their fair values because of the short maturities of those financial instruments.

Certificates of Deposit

Certificates of deposit are valued at face value plus accrued interest.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. At December 31, 2025 and 2024, the allowance for bad debts was \$7,021 in both years.

Property and Equipment

The Chamber capitalizes all expenditures for property, plant and equipment in excess of \$500. Maintenance and repairs are charged to operations when incurred. Major improvements and renewals that extend the life of the asset are capitalized. Purchased property, plant and equipment are carried at cost and are depreciated using the straight-line method based on their estimated useful lives as follows:

Buildings and improvements	39 years
Computers and software	3-5 years
Office equipment	5-7 years
Furniture and fixtures	5-7 years

Contributed Nonfinancial Assets

Donated goods are recognized at fair value as contributions when an unconditional commitment is received from the donor. The related expense is recognized as the item is used or sold. All donated goods were utilized by the Organization's programs and supporting services. There were no donor-imposed restrictions associated with the donated services and assets. Contributions of services are recognized when services received (a) create or enhance nonfinancial assets or (b) require specialize skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

Deferred Revenue

Income from membership dues and subscription fees received in advance is deferred and recognized over the periods to which the dues and fees relate.

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 6.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates. The significant estimates included in the financial statements are the estimates of useful lives used for depreciating property and equipment items.

Membership Dues

Membership dues are recognized as revenue ratably over the term of the membership period. Any unearned amounts are included in deferred revenue at the end of each accounting period.

Functional Allocation of Expenses

Expenses are categorized in the Statement of Activities as program services, management and general and fundraising. The Chamber's expenses are allocated on a functional basis among these benefited categories:

- Program service expenses: include direct and indirect (allocated) expenses for the various programs offered by the Chamber to fulfill member investment expectations. Expenses that can be identified with a specific program and support services are allocated directly according to their natural expenditure classification. Other expenses, that are common to several functions, are allocated to program services based on time and effort.
- Management and general expenses: include those expenses, ranging from office management to financial services, that are not directly identifiable with any other specific function but provide for the overall support and direction of the Chamber. Those expenses include the basic necessities to be an accredited, well rounded, and effective organization.
- Fundraising expenses: represent costs incurred in connection with fundraising efforts to continue the Chamber's mission. The membership dues alone are not adequate enough to accomplish the Chamber's goals; therefore, fundraising events are held to fill the gap between membership dues and total expenses.

Income Taxes

The Chamber is operating as a not-for-profit corporation, under Section 501(c)(6) of the Internal Revenue Code, and is not subject to income taxes with the exception of unrelated business income. The Chamber conducted unrelated business activities during the current year. Therefore, the Chamber paid \$7,601 and \$6,613 for federal income taxes in the years ended December 31, 2025 and 2024, respectively.

The Chamber applies the provisions of FASB ASC Topic 740, Income Taxes, which prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return. Topic 740 also provides guidance on de-recognition, classification, interest and penalties, accounting in interim periods, disclosures and transition. As of December 31, 2025 and 2024, no uncertain tax positions were identified.

Leases

The Chamber accounts for leases in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 842, *Leases*. Leases are evaluated using the criteria in FASB ASC 842 to determine whether they will be classified as operating leases or finance leases. The Chamber determines if an

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 6.

arrangement is a lease, or contains a lease, at inception of a contract and when terms of an existing contract are changed. The Chamber determines if an arrangement conveys the right to use an identified asset and whether the Chamber obtains substantially all of the economic benefits from and has the ability to direct the use of the asset. The Chamber recognizes a lease liability and right-of-use (ROU) asset at the commencement date of the lease. The Chamber has elected to not recognize ROU assets and lease liabilities for short-term leases that have an initial lease term of 12 months.

Lease liabilities - Lease liabilities are measured based on the present value of future lease payments using the risk-free rate.

Right of use (ROU) assets - ROU assets are recognized at the present value of the lease payments at inception of the lease adjusted, as appropriate, for certain other payments and allowances related to obtaining the lease and placing the asset in service. Lease expense is recognized on a straight-line basis as rent expense in the statement of functional expenses.

Advertising Cost

Advertising costs are expensed when incurred. Advertising costs for the years ended December 31, 2025 and 2024 amounted to \$12,757 and \$11,937, respectively.

NOTE 2 – LIQUIDITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of December 31, 2025, comprise the following:

Financial assets:	
Cash and cash equivalents	\$120,813
Certificate of deposit	332,310
Accounts receivable, net	63,750
Financial assets available to meet cash needs for general expenditures within one year	\$516,873

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Chamber considers all expenditures related to its ongoing program activities, as well as the conduct of services undertaken to support those activities, to be general expenditures. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the statement of financial position date. The Chamber sets a goal of having financial assets on hand to meet a minimum of 90 days of normal operating expenses, which are, on average, around \$70,000. As part of its liquidity management, the Chamber has a policy to structure its financial assets to be available as general expenditures, liabilities, and other obligations become due.

NOTE 3 – CONCENTRATION OF CREDIT RISKS

The Chamber maintains its cash and certificate of deposit balances in a local bank. These balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Management periodically assesses the financial condition of the financial institutions and believes that any possible credit risk is minimal. As of December 31, 2025 and 2024, the Chamber had approximately \$203,000 of cash and certificate of deposit balances that were not insured by the FDIC. The Chamber has not experienced any losses in such accounts and believes the risk of future loss is mitigated by monitoring the balances and the financial institutions where the cash is deposited.

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 6.

NOTE 4 – PROPERTY AND EQUIPMENT

As of December 31, 2025 and 2024, property, plant and equipment consisted of the following:

	Reviewed 2025	Audited 2024
Building and improvements	\$1,135,520	\$1,112,383
Computers and software	24,956	17,517
Office equipment	14,321	14,321
Furniture and fixtures	23,740	17,990
Land	145,000	145,000
Total property and equipment, gross	1,343,537	1,307,211
Less: accumulated depreciation	(542,447)	(510,991)
Total property and equipment, net	\$801,090	\$796,220

Depreciation expense for the years ended December 31, 2025 and 2024 was \$ 31,456 and \$28,785, respectively.

NOTE 5 – RENTAL INCOME

The Chamber leases portions of its office space to three organizations under operating lease agreements. Rental income is recognized on a straight-line basis over the lease term in accordance with the respective agreements.

For the years ended December 31, 2025 and 2024, rental income was \$73,242 and \$66,285, respectively.

Future minimum lease payments to be received under noncancelable operating leases as of December 31, 2025 are as follows:

For the years ending December 31,

2026	\$ 54,720
2027	54,720
2028	54,720
2029	45,600
Thereafter	-
Total	\$209,760

NOTE 6 – OPERATING LEASES

The Chamber has entered into non-cancelable operating leases that expire in 2024 and 2026. For the years ended December 31, 2025 and 2024, the total rental expense under these leases was \$11,882 and \$12,862, respectively. Future minimum lease payments are as follows:

For the years ending December 31,

2026	\$ 7,334
2027	7,334
2028	3,509
2029	2,234
2030	2,234
Thereafter	-
Total	\$ 22,645

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

NOTE 7 – NOTE PAYABLE

The Chamber has a note payable to a financial institution related to the Quinn Road office building, secured by the property. In December 2023, the loan was modified to bear interest at 7% and to be payable on demand. If demand is not earlier made, the note requires monthly payments of principal and interest of \$5,224 beginning January 10, 2024 through December 10, 2026, at which time the remaining unpaid balance will be due.

As of December 31, 2025 and 2024, the balance was \$193,191 and \$240,362, respectively. Future scheduled maturities of the note payable are as follows:

For the years ending December 31,		
2026	\$193,191	
Thereafter	-	
Total	\$193,191	

NOTE 8 – CONCENTRATIONS

For the years ended December 31, 2025 and 2024, approximately 50% of the Chamber’s total revenue and support came from membership dues.

The Chamber conducts its operations solely in the greater Tomball area, and, therefore, is subject to risks from changes in local economic conditions. A downturn in the local economy could cause a decrease in membership dues and revenue.

NOTE 9 – CONTRIBUTED NONFINANCIAL ASSETS

For the years ended December 31, 2025 and 2024, the Chamber’s contributed non-financial assets consist of the following:

Nonfinancial Asset Received	Activity	Reviewed 2025	Audited 2024
Advertising	<i>Administrative</i>	\$ 2,520	\$ 2,520
Repairs and maintenance	<i>Administrative</i>	6,600	6,600
Supplies	<i>Fundraising</i>	6,960	4,500
Venues	<i>Program/Fundraising</i>	7,600	6,300
Miscellaneous	<i>All activities</i>	2,238	3,160
Total contributed nonfinancial assets		\$ 25,918	\$ 23,080

All contributed nonfinancial assets are valued at fair market value at the date of donation. Certain contributed nonfinancial assets are included within special events and program revenues on the statement of activities as they relate to those respective activities; therefore, the total presented in the table above does not equal the contributed nonfinancial assets line item.

NOTE 10 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through March 10, 2026, the date the financial statements were available to be issued. No events were identified that are required to be disclosed or would have a material impact on reported net assets or changes in net assets.

City Council Meeting Agenda Item Data Sheet

Meeting Date: June 30, 2026

Topic:

Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Visitor Center.

Background:

Application for FY 2026-2027 Hotel Occupancy Tax Funds for the Greater Tomball Area Chamber of Commerce for the Visitor Center.

Origination: Marketing and Finance

Recommendation:

Staff recommends the Committee proceed with the consideration of this application.

Party(ies) responsible for placing this item on agenda: Bragg Farmer, Finance Director

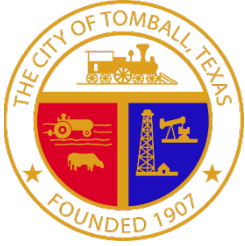
FUNDING (IF APPLICABLE)

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: Bragg Farmer 6/30/26 **Approved by:** _____
Staff Member Date City Manager Date



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball’s HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual's residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of tourists.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the "Application for Use of Hotel Occupancy Tax" as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

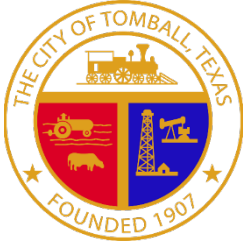
Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Greater Tomball Area Chamber of Commerce

Street Address: 29201 Quinn Road, Suite B

City: Tomball State: TX Zip Code: 77375

Contact Name: Brandy Beyer

Role with Organization/Business: Vice President

Phone Number: 281.351.7222 Email: bbeyer@tomballchamber.org

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Greater Tomball Area Chamber of Commerce provides resources and fosters relationships that empower businesses to prosper in Tomball and its surrounding communities.

Section II: Event/Program Information

Event/Program Name: Visitor Center

Date(s) of Event/Program: Monday - Thursday, 8:30am - 5pm; Friday, 8:30am - 1pm

Location of Event/Program (Provide the address or a general location):

29201 Quinn Road, Suite B

Website for Event/Program: www.tomballchamber.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

Open for 61 years

Provide a detailed description of the event/program.

daily handling of walk-ins, calls and emails from people looking to visit Tomball for events as well as making trips to look at homes for relocating

Estimated Local Attendees at Event/Program: 200

Estimated Out of Town Attendees at Event/Program: 500

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program. \$10,000

Total operating budget for event/program. \$69,174

Percent of event/program to be funded by grant. 6.9 %

Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures. \$

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

reimbursement for visitor center costs of maintaining the office, supplies for mailing visitor packets, staff to handle visitors

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) _____

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

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 through the website, in the World Chamber of Commerce Directory, as a member of the US Chamber of Commerce, the Texas Association of Business, Texas Chamber of Commerce Executives, and the American Chamber of Commerce Executives.

How will you measure the impact of your event on local overnight accommodations?

by tracking calls and email requests for local hotel information

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: Brandy Beyer  Digitally signed by Brandy Beyer
Date: 2026.06.09 14:55:15 -05'00'

Applicant Printed Name: Brandy Beyer

Date of Application: 06/09/2026

Greater Tomball Area Chamber of Commerce

Independent Accountants' Review Report and Financial Statements
for the Year Ended December 31, 2025 (Reviewed)
(with comparative totals for 2024 - Audited)



Tipton & Company
CERTIFIED PUBLIC ACCOUNTANTS

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Tipton & Company

CERTIFIED PUBLIC ACCOUNTANTS

Tipton & Company LLC
 134 Vintage Park Blvd. Ste. A #106
 Houston, TX 77070
 www.nonprofitacctg.com

INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Board of Directors
 Greater Tomball Area Chamber of Commerce
 Tomball, Texas

We have reviewed the accompanying financial statements of Greater Tomball Area Chamber of Commerce (a nonprofit organization), which comprise the statement of financial position as of December 31, 2025, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of entity management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Greater Tomball Area Chamber of Commerce and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Greater Tomball Area Chamber of Commerce's 2024 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated March 12, 2025. The summarized comparative information presented herein as of and for the year ended December 31, 2024, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Tipton & Company LLC

Tipton & Company LLC
 Certified Public Accountants
 Houston, Texas

March 10, 2026

Greater Tomball Area Chamber of Commerce

Statement of Financial Position

Item 7.

<i>As of December 31, (with comparative totals for 2024)</i>	Reviewed 2025	Audited 2024
Assets		
Cash and cash equivalents	\$ 120,813	\$ 132,986
Certificate of deposit	332,310	320,289
Accounts receivable, net	63,750	64,847
Prepaid expenses	11,271	10,677
Property and equipment, net	801,090	796,220
Total Assets	\$ 1,329,234	\$ 1,325,019
Liabilities and Net Assets		
Liabilities		
Accrued expenses	\$ 38,961	\$ 30,248
Deferred revenues	209,844	192,315
Note payable	193,191	240,362
Deposits	4,150	4,150
Total Liabilities	446,146	467,075
Net Assets		
Without donor restrictions	883,088	857,944
Total Net Assets	883,088	857,944
Total Liabilities and Net Assets	\$ 1,329,234	\$ 1,325,019

Greater Tomball Area Chamber of Commerce

Statement of Activities

Item 7.

Year ended December 31, (with comparative totals for 2024)	Reviewed 2025	Audited 2024
Without Donor Restrictions		
Revenue and Support		
Membership dues	\$ 530,670	\$ 513,014
Special events revenue	201,614	208,974
Direct benefit to donor	(24,396)	(26,578)
Capital improvement campaign	36,000	30,000
First Friday luncheon	37,471	33,225
Networking Breakfast	5,135	5,245
Women's Committee	16,034	15,712
City of Tomball hotel tax revenue	45,000	45,000
Rental income	73,242	66,285
Tenant reimbursements	20,596	15,086
Ads and ad commission	27,584	18,334
Contributed nonfinancial assets	9,120	9,470
Interest and investment income	13,496	12,494
Other income	44,331	49,187
Total Revenue and Support	1,035,897	995,448
Expenses		
Program Services		
Business resources	364,091	339,930
Advocacy	364,189	335,393
Total Program Services	728,280	675,323
Supporting Services		
General and administrative	139,744	123,028
Fundraising	142,729	139,814
Total Supporting Services	282,473	262,842
Total Expenses	1,010,753	938,165
Change in Net Assets	25,144	57,283
Net Assets, Beginning of Year	857,944	800,661
Net Assets, End of Year	\$ 883,088	\$ 857,944

Greater Tomball Area Chamber of Commerce

Statement of Functional Expenses

Year ended December 31, (with comparative totals for 2024)	Program Services			Supporting Services			Reviewed 2025 Total	Audited 2024 Total
	Business Resources	Advocacy	Total Program Services	General and Administrative	Fundraising	Total Supporting Services		
Payroll and related expenses								
Salaries	\$ 149,203	\$ 149,203	\$ 298,406	\$ 37,301	\$ 37,301	\$ 74,602	\$ 373,008	\$ 347,078
Payroll taxes	12,717	12,717	25,434	3,179	3,179	6,358	31,792	28,682
Employee benefits	16,331	16,331	32,662	4,083	4,083	8,166	40,828	42,436
Total payroll and related expenses	178,251	178,251	356,502	44,563	44,563	89,126	445,628	418,196
Other expenses								
Advertising	1,276	1,276	2,552	1,276	8,929	10,205	12,757	11,937
Bad debt	19,880	19,880	39,760	19,880	19,880	39,760	79,520	76,171
Bank fees	1,750	1,750	3,500	7,000	7,000	14,000	17,500	14,572
Board expenses	-	-	-	10,481	-	10,481	10,481	8,824
Computer maintenance	3,230	3,230	6,460	807	807	1,614	8,074	6,594
Contract labor	30,340	30,340	60,680	7,585	7,585	15,170	75,850	56,490
Depreciation	12,582	12,582	25,164	3,146	3,146	6,292	31,456	28,785
Dues and subscriptions	1,724	1,724	3,448	430	430	860	4,308	3,636
Employee development	2,927	2,927	5,854	732	732	1,464	7,318	16,514
Equipment lease	4,021	4,021	8,042	1,005	1,005	2,010	10,052	11,200
First Friday	38,919	-	38,919	-	-	-	38,919	33,831
Health committee	11,865	-	11,865	-	-	-	11,865	13,281
Insurance	4,210	4,210	8,420	1,052	1,052	2,104	10,524	10,500
Interest	6,206	6,206	12,412	1,552	1,552	3,104	15,516	21,339
Miscellaneous	6,402	7,869	14,271	5,902	-	5,902	20,173	19,376
Networking breakfast	2,123	-	2,123	-	-	-	2,123	2,580
Office supplies	3,056	3,056	6,112	764	764	1,528	7,640	5,556
Payroll service	2,865	2,865	5,730	716	716	1,432	7,162	6,452
Postage and delivery	1,063	532	1,595	532	1,418	1,950	3,545	1,907
Professional fees	-	-	-	16,111	-	16,111	16,111	10,100
Rent	732	732	1,464	183	183	366	1,830	1,662
Repairs and maintenance	11,873	11,873	23,746	2,968	2,968	5,936	29,682	17,978
Software	2,498	2,498	4,996	624	624	1,248	6,244	5,726
Special events	-	41,613	41,613	-	59,697	59,697	101,310	106,760
Taxes - income	-	-	-	7,601	-	7,601	7,601	6,613
Taxes - property	7,888	7,888	15,776	1,972	1,972	3,944	19,720	17,469
Telephone	2,933	2,933	5,866	733	733	1,466	7,332	6,968
Travel and entertainment	-	-	-	760	-	760	760	760
Utilities	5,477	5,477	10,954	1,369	1,369	2,738	13,692	12,776
Womens Committee	-	10,456	10,456	-	-	-	10,456	10,190
Total other expenses	185,840	185,938	371,778	95,181	122,562	217,743	589,521	546,547
Subtotal	364,091	364,189	728,280	139,744	167,125	306,869	1,035,149	964,743
Less: Direct benefit to donor	-	-	-	-	(24,396)	(24,396)	(24,396)	(26,578)
Total Expenses	\$ 364,091	\$ 364,189	\$ 728,280	\$ 139,744	\$ 142,729	\$ 282,473	\$ 1,010,753	\$ 938,165

See independent accountants' review report

Greater Tomball Area Chamber of Commerce

Statement of Cash Flows

Item 7.

<i>Year Ended December 31, (with comparative totals for 2024)</i>	Reviewed 2025	Audited 2024
Cash Flows From Operating Activities		
Change in net assets	\$ 25,144	\$ 57,283
Adjustments to reconcile change in net assets to net change in operating activities:		
Depreciation	31,456	28,785
Bad debt expense	79,520	76,171
Changes in assets and liabilities:		
Accounts receivable	(78,423)	(96,111)
Prepaid expenses	(594)	(386)
Accrued expenses	8,713	(783)
Deferred revenues	17,529	-
Other liabilities	-	(4,150)
Total Adjustments	58,201	3,526
Net Change in Operating Activities	83,345	60,809
Cash Flows From Investing Activities		
Additions of property and equipment	(36,326)	-
Interest retained in certificates of deposit	(12,021)	(10,468)
Net Change in Investing Activities	(48,347)	(10,468)
Cash Flows From Financing Activities		
Payments on note payable	(47,171)	(141,345)
Net Change in Financing Activities	(47,171)	(141,345)
Net Change in Cash and Cash Equivalents		
Cash and Cash Equivalents, beginning of year	(12,173)	(91,004)
	132,986	223,989
Cash and Cash Equivalents, end of year	\$ 120,813	\$ 132,986
Supplemental Disclosures:		
Interest paid	\$ 15,516	\$ 21,339
Federal income taxes paid	\$ 7,601	\$ 6,613

See independent accountants' review report

NOTE 1 – NATURE OF OPERATIONS AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations

The Greater Tomball Area Chamber of Commerce (the “Chamber”) is a not-for-profit organization of citizens who are investing their time and money in a community development program working together to improve the economic, civic, and cultural fortitude of the region, community, or area. The Chamber’s mission is to provide resources and foster relationships that empower businesses to prosper in Tomball and its surrounding communities.

The Chamber is supported through membership dues, contributions, rental income and other miscellaneous revenue. The Chamber conducts the following programs:

- *Business resources* – The Business Resources Division is dedicated to providing and promoting value added, quality networking events to the Chamber’s diverse membership, by ensuring inclusion through new member mentorship programs and by presenting opportunities for personal and business growth. This division invites members to become involved in the Chamber’s programs that will allow relationships to be formed and sustained through a variety of networking events.
- *Advocacy* – The Advocacy Division is committed to being a strong voice for the Chamber’s members and the greater Tomball area community. This will be accomplished by addressing public policy issues with participation from the public, members and elected officials, and holding open discussions about issues that affect the business community including: economic development, education, workforce development, energy and healthcare.

Basis of Accounting

The financial statements of the Chamber have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Basis of Presentation

The Chamber reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed by its donors: net assets without donor restrictions and net assets with donor restrictions.

- *Net assets without donor restrictions* are resources available to support operations and not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Chamber, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status, and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations. Assets restricted solely through the actions of the Board of Directors are reported as net assets without donor restrictions, board-designated.
- *Net assets with donor restrictions* are resources that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or use for a purpose specified by the donor. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Other donor-imposed restrictions are perpetual in nature, where

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

the donor stipulates that resources be maintained in perpetuity. Donor-restricted endowment earnings are released when those earnings are appropriated with spending policies and are used for the specified purpose.

Cash and Cash Equivalents

The Chamber considers all monies in banks and highly liquid investments with maturities of three months or less from the date of purchase to be cash and cash equivalents. The carrying values of any cash and cash equivalents are deemed to approximate their fair values because of the short maturities of those financial instruments.

Certificates of Deposit

Certificates of deposit are valued at face value plus accrued interest.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through a provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual accounts. Balances that are still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance and a credit to accounts receivable. At December 31, 2025 and 2024, the allowance for bad debts was \$7,021 in both years.

Property and Equipment

The Chamber capitalizes all expenditures for property, plant and equipment in excess of \$500. Maintenance and repairs are charged to operations when incurred. Major improvements and renewals that extend the life of the asset are capitalized. Purchased property, plant and equipment are carried at cost and are depreciated using the straight-line method based on their estimated useful lives as follows:

Buildings and improvements	39 years
Computers and software	3-5 years
Office equipment	5-7 years
Furniture and fixtures	5-7 years

Contributed Nonfinancial Assets

Donated goods are recognized at fair value as contributions when an unconditional commitment is received from the donor. The related expense is recognized as the item is used or sold. All donated goods were utilized by the Organization's programs and supporting services. There were no donor-imposed restrictions associated with the donated services and assets. Contributions of services are recognized when services received (a) create or enhance nonfinancial assets or (b) require specialize skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation.

Deferred Revenue

Income from membership dues and subscription fees received in advance is deferred and recognized over the periods to which the dues and fees relate.

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 7.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates. The significant estimates included in the financial statements are the estimates of useful lives used for depreciating property and equipment items.

Membership Dues

Membership dues are recognized as revenue ratably over the term of the membership period. Any unearned amounts are included in deferred revenue at the end of each accounting period.

Functional Allocation of Expenses

Expenses are categorized in the Statement of Activities as program services, management and general and fundraising. The Chamber's expenses are allocated on a functional basis among these benefited categories:

- Program service expenses: include direct and indirect (allocated) expenses for the various programs offered by the Chamber to fulfill member investment expectations. Expenses that can be identified with a specific program and support services are allocated directly according to their natural expenditure classification. Other expenses, that are common to several functions, are allocated to program services based on time and effort.
- Management and general expenses: include those expenses, ranging from office management to financial services, that are not directly identifiable with any other specific function but provide for the overall support and direction of the Chamber. Those expenses include the basic necessities to be an accredited, well rounded, and effective organization.
- Fundraising expenses: represent costs incurred in connection with fundraising efforts to continue the Chamber's mission. The membership dues alone are not adequate enough to accomplish the Chamber's goals; therefore, fundraising events are held to fill the gap between membership dues and total expenses.

Income Taxes

The Chamber is operating as a not-for-profit corporation, under Section 501(c)(6) of the Internal Revenue Code, and is not subject to income taxes with the exception of unrelated business income. The Chamber conducted unrelated business activities during the current year. Therefore, the Chamber paid \$7,601 and \$6,613 for federal income taxes in the years ended December 31, 2025 and 2024, respectively.

The Chamber applies the provisions of FASB ASC Topic 740, Income Taxes, which prescribes a recognition threshold and measurement attribute for financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return. Topic 740 also provides guidance on de-recognition, classification, interest and penalties, accounting in interim periods, disclosures and transition. As of December 31, 2025 and 2024, no uncertain tax positions were identified.

Leases

The Chamber accounts for leases in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 842, *Leases*. Leases are evaluated using the criteria in FASB ASC 842 to determine whether they will be classified as operating leases or finance leases. The Chamber determines if an

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

arrangement is a lease, or contains a lease, at inception of a contract and when terms of an existing contract are changed. The Chamber determines if an arrangement conveys the right to use an identified asset and whether the Chamber obtains substantially all of the economic benefits from and has the ability to direct the use of the asset. The Chamber recognizes a lease liability and right-of-use (ROU) asset at the commencement date of the lease. The Chamber has elected to not recognize ROU assets and lease liabilities for short-term leases that have an initial lease term of 12 months.

Lease liabilities - Lease liabilities are measured based on the present value of future lease payments using the risk-free rate.

Right of use (ROU) assets - ROU assets are recognized at the present value of the lease payments at inception of the lease adjusted, as appropriate, for certain other payments and allowances related to obtaining the lease and placing the asset in service. Lease expense is recognized on a straight-line basis as rent expense in the statement of functional expenses.

Advertising Cost

Advertising costs are expensed when incurred. Advertising costs for the years ended December 31, 2025 and 2024 amounted to \$12,757 and \$11,937, respectively.

NOTE 2 – LIQUIDITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of December 31, 2025, comprise the following:

Financial assets:	
Cash and cash equivalents	\$120,813
Certificate of deposit	332,310
Accounts receivable, net	63,750
Financial assets available to meet cash needs for general expenditures within one year	\$516,873

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Chamber considers all expenditures related to its ongoing program activities, as well as the conduct of services undertaken to support those activities, to be general expenditures. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the statement of financial position date. The Chamber sets a goal of having financial assets on hand to meet a minimum of 90 days of normal operating expenses, which are, on average, around \$70,000. As part of its liquidity management, the Chamber has a policy to structure its financial assets to be available as general expenditures, liabilities, and other obligations become due.

NOTE 3 – CONCENTRATION OF CREDIT RISKS

The Chamber maintains its cash and certificate of deposit balances in a local bank. These balances are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Management periodically assesses the financial condition of the financial institutions and believes that any possible credit risk is minimal. As of December 31, 2025 and 2024, the Chamber had approximately \$203,000 of cash and certificate of deposit balances that were not insured by the FDIC. The Chamber has not experienced any losses in such accounts and believes the risk of future loss is mitigated by monitoring the balances and the financial institutions where the cash is deposited.

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 7.

NOTE 4 – PROPERTY AND EQUIPMENT

As of December 31, 2025 and 2024, property, plant and equipment consisted of the following:

	Reviewed 2025	Audited 2024
Building and improvements	\$1,135,520	\$1,112,383
Computers and software	24,956	17,517
Office equipment	14,321	14,321
Furniture and fixtures	23,740	17,990
Land	145,000	145,000
Total property and equipment, gross	1,343,537	1,307,211
Less: accumulated depreciation	(542,447)	(510,991)
Total property and equipment, net	\$801,090	\$796,220

Depreciation expense for the years ended December 31, 2025 and 2024 was \$ 31,456 and \$28,785, respectively.

NOTE 5 – RENTAL INCOME

The Chamber leases portions of its office space to three organizations under operating lease agreements. Rental income is recognized on a straight-line basis over the lease term in accordance with the respective agreements.

For the years ended December 31, 2025 and 2024, rental income was \$73,242 and \$66,285, respectively.

Future minimum lease payments to be received under noncancelable operating leases as of December 31, 2025 are as follows:

For the years ending December 31,

2026	\$ 54,720
2027	54,720
2028	54,720
2029	45,600
Thereafter	-
Total	\$209,760

NOTE 6 – OPERATING LEASES

The Chamber has entered into non-cancelable operating leases that expire in 2024 and 2026. For the years ended December 31, 2025 and 2024, the total rental expense under these leases was \$11,882 and \$12,862, respectively. Future minimum lease payments are as follows:

For the years ending December 31,

2026	\$ 7,334
2027	7,334
2028	3,509
2029	2,234
2030	2,234
Thereafter	-
Total	\$ 22,645

Greater Tomball Area Chamber of Commerce

Notes to Financial Statements

Item 7.

NOTE 7 – NOTE PAYABLE

The Chamber has a note payable to a financial institution related to the Quinn Road office building, secured by the property. In December 2023, the loan was modified to bear interest at 7% and to be payable on demand. If demand is not earlier made, the note requires monthly payments of principal and interest of \$5,224 beginning January 10, 2024 through December 10, 2026, at which time the remaining unpaid balance will be due.

As of December 31, 2025 and 2024, the balance was \$193,191 and \$240,362, respectively. Future scheduled maturities of the note payable are as follows:

For the years ending December 31,		
2026	\$193,191	
Thereafter	-	
Total	\$193,191	

NOTE 8 – CONCENTRATIONS

For the years ended December 31, 2025 and 2024, approximately 50% of the Chamber’s total revenue and support came from membership dues.

The Chamber conducts its operations solely in the greater Tomball area, and, therefore, is subject to risks from changes in local economic conditions. A downturn in the local economy could cause a decrease in membership dues and revenue.

NOTE 9 – CONTRIBUTED NONFINANCIAL ASSETS

For the years ended December 31, 2025 and 2024, the Chamber’s contributed non-financial assets consist of the following:

Nonfinancial Asset Received	Activity	Reviewed 2025	Audited 2024
Advertising	<i>Administrative</i>	\$ 2,520	\$ 2,520
Repairs and maintenance	<i>Administrative</i>	6,600	6,600
Supplies	<i>Fundraising</i>	6,960	4,500
Venues	<i>Program/Fundraising</i>	7,600	6,300
Miscellaneous	<i>All activities</i>	2,238	3,160
Total contributed nonfinancial assets		\$ 25,918	\$ 23,080

All contributed nonfinancial assets are valued at fair market value at the date of donation. Certain contributed nonfinancial assets are included within special events and program revenues on the statement of activities as they relate to those respective activities; therefore, the total presented in the table above does not equal the contributed nonfinancial assets line item.

NOTE 10 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through March 10, 2026, the date the financial statements were available to be issued. No events were identified that are required to be disclosed or would have a material impact on reported net assets or changes in net assets.

Greater Tomball Area Chamber of Commerce
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 January through December 2026

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	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	TOTAL Jan - Dec 26
Ordinary Income/Expense													
Income													
Income													
Rent Income	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	4,560.00	54,720.00
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	1,500.00	1,000.00		1,500.00	3,000.00	4,000.00		4,000.00	2,000.00	1,000.00			18,000.00
Hotel/Motel Tax									45,000.00				45,000.00
First Friday	3,500.00	3,500.00	3,500.00	3,000.00	3,000.00	3,000.00	2,000.00	3,000.00	3,500.00	3,000.00	3,000.00	3,000.00	37,000.00
Networking Breakfast	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	450.00	450.00	500.00	500.00	5,100.00
Women's Committee	600.00	600.00	2,600.00	3,000.00	600.00			7,500.00	6,500.00	600.00	600.00	600.00	23,200.00
Interest Income	3,400.00	120.00	120.00	3,000.00	120.00	120.00	3,000.00	120.00	120.00	3,000.00	120.00	120.00	13,360.00
Membership Dues													
New	10,000.00	10,000.00	8,000.00	8,000.00	7,000.00	7,000.00	7,000.00	10,000.00	10,000.00	10,000.00	8,000.00	5,000.00	100,000.00
Allowance Non-Renewal	-6,793.50	-5,964.63	-3,552.75	-4,213.75	-2,498.38	-3,562.25	-3,416.50	-4,048.88	-5,023.50	-5,885.25	-5,885.25	-3,442.88	-54,287.51
Renewal	67935.01	59,646.26	35,527.51	42,137.51	24,983.76	35,622.51	34,165.01	40,488.76	50,235.01	58,852.51	58,852.51	34,428.76	542,875.12
Total Membership Dues	71,141.51	63,681.63	39,974.76	45,923.76	29,485.38	39,060.26	37,748.51	46,439.88	55,211.51	62,967.26	60,967.26	35,985.88	588,587.61
Miscellaneous Income	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	3,300.00
Publications/Products													
Magazine/Map/Website		300.00		1,200.00	15,000.00		750.00			750.00			18,000.00
Total Publications	0.00	300.00	0.00	1,200.00	15,000.00	0.00	750.00	0.00	0.00	750.00	0.00	0.00	18,000.00
Special Events													
Banquet	10,000.00	15,000.00											25,000.00
Golf Classic		15,000.00	20,000.00			5,000.00							40,000.00
Tomball Night						14,000.00	17,000.00	5,000.00					36,000.00
Holiday Parade						15,000.00			3,000.00	15,000.00	14,000.00		47,000.00
Miss Tomball Pageant									2,000.00	15,000.00	23,000.00		40,000.00
Total Special Events	10,000.00	30,000.00	20,000.00	0.00	0.00	34,000.00	17,000.00	5,000.00	5,000.00	30,000.00	37,000.00	0.00	188,000.00
Total Income	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Total Income	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Gross Profit	98,376.51	107,436.63	74,429.76	65,858.76	59,440.38	88,415.26	68,733.51	74,294.88	125,616.51	109,602.26	110,022.26	48,040.88	1,030,267.61
Expense													
Building Expense													
Cleaning	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	760.00	9,120.00
Electricity	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	1,055.00	12,660.00
Building Interest	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	13,200.00
Reimbursed by tenants	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-1,100.00	-13,200.00
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
Total Building Expense	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	2,815.00	33,780.00

**Greater Tomball Area Chamber of Commerce
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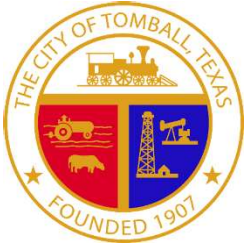
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	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	TOTAL Jan - Dec 26
Accounting Expense		7,000.00	4,000.00										11,000.00
Advertising							2,000.00	3,000.00		4,000.00	1,000.00		10,000.00
Bad Debt Expense	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	10,000.00	5,000.00	20,000.00	80,000.00
Health & Wellness		1,500.00			1,500.00			5,000.00	1,000.00	1,000.00	2,000.00		12,000.00
First Friday	3,000.00	3,500.00	3,000.00	3,000.00	3,000.00	2,500.00	2,500.00	3,000.00	3,000.00	3,500.00	3,000.00	3,000.00	36,000.00
Networking Breakfast	200.00	200.00	200.00	100.00	150.00	200.00	100.00	100.00	200.00	200.00	150.00	200.00	2,000.00
Women's Committee	600.00	600.00	600.00	5,000.00	600.00			600.00	2,000.00	600.00	600.00	10,500.00	21,700.00
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	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	16,800.00
Board of Directors	500.00								3,000.00	5,000.00	500.00		9,000.00
Dues and Subscriptions	700.00			450.00	490.00			750.00				1,250.00	3,640.00
Employee Expense													
SUTA	1,700.00	600.00											2,300.00
Development	1,000.00		2,000.00	3,000.00		4,000.00	3,000.00	500.00	500.00	1,000.00			15,000.00
FUTA	150.00	100.00	100.00										350.00
Group Insurance	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	4,000.00	4,000.00	4,000.00	4,000.00	41,600.00
Cell Phone Allowance	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	280.00	3,360.00
Payroll Services	560.00	600.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	6,760.00
Payroll Taxes	2,080.00	2,100.00	2,100.00	2,080.00	2,080.00	2,080.00	2,080.00	2,100.00	2,080.00	2,080.00	2,150.00	3,200.00	26,210.00
Salaries													
TACC	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	37,958.58	455,502.96
Contract Labor	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
Bonus												13,881.00	13,881.00
Total Salaries	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	38,208.58	52,089.58	472,383.96
Total Employee Expense	47,178.58	45,088.58	46,448.58	47,328.58	44,328.58	48,328.58	47,328.58	44,848.58	45,628.58	46,128.58	45,198.58	60,129.58	567,963.96
Insurance													
Worker's Compensation	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	40.17	482.04
Officer & Director Liability	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	146.83	1,761.96
General Liab.	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	739.50	8,874.00
Total Insurance	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	926.50	11,118.00
Membership/Misc. Expense	2,000.00	6,000.00	2,000.00	1,200.00	700.00	1,500.00	1,000.00	2,000.00	2,000.00	1,000.00	800.00	6,000.00	26,200.00
Office Equipment Expense													
Database	6,750.00												6,750.00
Computer Maintenance	400.00	400.00	1,000.00	400.00	400.00	1,500.00	400.00	400.00	400.00	400.00	400.00	400.00	6,500.00
Copier Lease	600.00	800.00	600.00	600.00	500.00	500.00	1,000.00	1,000.00	800.00	1,400.00	1,000.00	600.00	9,400.00
Pitney Bowes			600.00			600.00			600.00			600.00	2,400.00
Total Office Equip Expense	7,750.00	1,200.00	2,200.00	1,000.00	900.00	2,600.00	1,400.00	1,400.00	1,800.00	1,800.00	1,400.00	1,600.00	25,050.00
Office Supplies	400.00	400.00	1,700.00	1,300.00	1,200.00	500.00	300.00	800.00	300.00	300.00	500.00	200.00	7,900.00
Postage & Delivery	500.00	500.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00	500.00	0.00	0.00	3,500.00
Property Tax Expense	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	1,567.75	16,800.00

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	<u>Jan 26</u>	<u>Feb 26</u>	<u>Mar 26</u>	<u>Apr 26</u>	<u>May 26</u>	<u>Jun 26</u>	<u>Jul 26</u>	<u>Aug 26</u>	<u>Sep 26</u>	<u>Oct 26</u>	<u>Nov 26</u>	<u>Dec 26</u>	<u>TOTAL</u> <u>Jan - Dec 26</u>
Income Tax Expense	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	5,040.00
Rent	160.00	160.00	160.00	160.00	160.00	160.00	175.00	175.00	175.00	175.00	175.00	175.00	2,010.00
Special Events													
Banquet		10,000.00	1,000.00										11,000.00
Golf Classic			20,000.00										20,000.00
Tomball Night							1,000.00	11,000.00					12,000.00
Holiday Parade									1,000.00	1,000.00	21,000.00	2,000.00	25,000.00
Miss Tomball Pageant													
Scholarship Expense											14,500.00		14,500.00
Pageant - Other											6,000.00	7,000.00	13,000.00
Total Miss Tomball										0.00	20,500.00	7,000.00	27,500.00
Total Special Events	0.00	10,000.00	21,000.00	0.00	0.00	0.00	1,000.00	11,000.00	1,000.00	1,000.00	41,500.00	9,000.00	95,500.00
Telephone Expenses	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	7,200.00
Travel & Entertainment	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00
Total Expense	<u>75,897.83</u>	<u>89,057.83</u>	<u>94,717.83</u>	<u>72,947.83</u>	<u>65,937.83</u>	<u>69,197.83</u>	<u>68,712.83</u>	<u>86,082.83</u>	<u>73,012.83</u>	<u>83,112.83</u>	<u>109,732.83</u>	<u>119,963.83</u>	<u>1,008,374.96</u>
Net Ordinary Income	<u>22,478.68</u>	<u>18,378.80</u>	<u>-20,288.07</u>	<u>-7,089.07</u>	<u>-6,497.45</u>	<u>19,217.43</u>	<u>20.68</u>	<u>-11,787.95</u>	<u>52,603.68</u>	<u>26,489.43</u>	<u>289.43</u>	<u>-71,922.95</u>	<u>21,892.65</u>
Principal Building Payment	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	4,150.00	49,800.00
xDepreciation Expense	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	1,836.00	22,032.00
Net Income	<u><u>16,492.68</u></u>	<u><u>12,392.80</u></u>	<u><u>-26,274.07</u></u>	<u><u>-13,075.07</u></u>	<u><u>-12,483.45</u></u>	<u><u>13,231.43</u></u>	<u><u>-5,965.32</u></u>	<u><u>-17,773.95</u></u>	<u><u>46,617.68</u></u>	<u><u>20,503.43</u></u>	<u><u>-5,696.57</u></u>	<u><u>-77,908.95</u></u>	<u><u>-49,939.35</u></u>



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball’s HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual's residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of tourists.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the "Application for Use of Hotel Occupancy Tax" as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

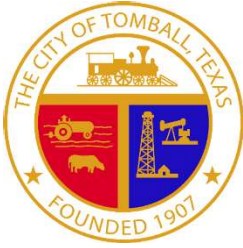
Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Greater Tomball Area Chamber of Commerce

Street Address: 29201 Quinn Road, Suite B

City: Tomball State: TX Zip Code: 77375

Contact Name: Brandy Beyer

Role with Organization/Business: Vice President

Phone Number: 281.351.7222 Email: bbeyer@tomballchamber.org

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Greater Tomball Area Chamber of Commerce provides resources and fosters relationships that empower businesses to prosper in Tomball and its surrounding communities.

Section II: Event/Program Information

Event/Program Name: Visitor Center

Date(s) of Event/Program: Monday - Thursday, 8:30am - 5pm; Friday, 8:30am - 1pm

Location of Event/Program (Provide the address or a general location):

29201 Quinn Road, Suite B

Website for Event/Program: www.tomballchamber.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

Open for 61 years

Provide a detailed description of the event/program.

daily handling of walk-ins, calls and emails from people looking to visit Tomball for events as well as making trips to look at homes for relocating

Estimated Local Attendees at Event/Program: 200

Estimated Out of Town Attendees at Event/Program: 500

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program. \$ 10,000

Total operating budget for event/program. \$ 69,174

Percent of event/program to be funded by grant. 6.9 %

Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures. \$

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

reimbursement for visitor center costs of maintaining the office, supplies for mailing visitor packets, staff to handle visitors

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) _____

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

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 through the website, in the World Chamber of Commerce Directory, as a member of the US Chamber of Commerce, the Texas Association of Business, Texas Chamber of Commerce Executives, and the American Chamber of Commerce Executives.

How will you measure the impact of your event on local overnight accommodations?

by tracking calls and email requests for local hotel information

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

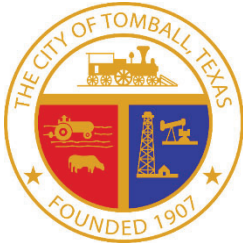
Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: Brandy Beyer  Digitally signed by Brandy Beyer
Date: 2026.06.09 14:55:15 -05'00'

Applicant Printed Name: Brandy Beyer

Date of Application: 06/09/2026



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: The Prevailing Winds

Street Address: 10953 Vista Lake Court

City: Navasota State: TX Zip Code: 77375

Contact Name: Todd Burrer

Role with Organization/Business: Director

Phone Number: 936-285-1817 Email: info@theprevailingwinds.org

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Prevailing Winds (TPW) is a community band that rehearses and performs at Lone Star College - Tomball in the Performing Arts Center. Concerts are offered 4-6 times per year and are free to all audience members. We exist to deliver quality performances, to share our passion for music, and to inspire others. We provide a venue for musicians to perform and connect; our passion is to keep music alive. We serve our members, our community, and future music lovers.

Section II: Event/Program Information

Event/Program Name: The Prevailing Winds concerts

Date(s) of Event/Program: 9/13/26, 11/7/26, 12/5/26, 2/20/27, 5/29/27, 6/30/27

Location of Event/Program (Provide the address or a general location):
Lone Star College - Tomball: Performing Arts Center

Website for Event/Program: theprevailingwinds.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?
TPW formed as a 501c3 in January of 2024.

Provide a detailed description of the event/program.

The Prevailing Winds (TPW) is a nonprofit community wind ensemble dedicated to enriching Tomball’s cultural landscape through dynamic, accessible musical performances. Our year-round free concert series showcases the power of live instrumental music to build community, attract visitors, and elevate the city as a vibrant destination for the arts. These concerts are designed not only to entertain but also to promote tourism and support the local hotel and hospitality industry by drawing audiences and musicians from across the region. TPW’s performance calendar includes between four to six concerts annually, each tailored to highlight different musical styles and seasonal themes. This year, TPW anticipates the following concerts: (1) Overture, Camera, Lights, (2) Once Upon a Time, (3) When Christmas Comes to Town, (4) yet to be titled February concert, (5) Memorial Day concert, and (6) July 4th concert. Last year these performances drew 200-450 ticket holders and attendees per concert. And, for a second year in a row, TPW collaborated with the Lone Star College music department in their production of "Anything Goes" to provide a live band for their six performances. TPW also continues to collaborate in the community, inviting local announcers like Bruce Hillegeist and Jim Nutt. TPW concerts are free and open to the public, reducing barriers to arts participation and encouraging regional visitors to stay, dine, and shop locally. Many of our volunteer musicians are Tomball residents with out of town family and friends to attend concerts. TPW also distributes print fliers and utilizes social media to advertise concerts.

Estimated Local Attendees at Event/Program: 250/concert

Estimated Out of Town Attendees at Event/Program: 100/concert

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program.	<u>\$ 10,000</u>
Total operating budget for event/program.	<u>\$ \$22,720</u>
Percent of event/program to be funded by grant.	<u>44</u> %
Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures.	<u>\$ 2,000</u>

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

This request supports three essentials of presenting exceptional live performances: attracting audiences through effective marketing and performing music as it was intended to be heard. Just as audiences expect to hear the famous bells in the "1812 Overture", many celebrated concert works also rely on the distinctive voice of the English horn like such as Dvořák's "New World Symphony." These specialized instruments are rarely owned by individual musicians, making them the responsibility of the performing organization. Acquiring them will expand The Prevailing Winds' repertoire and enhance the cultural experience for audiences and visitors to Tomball.
 -----> SEE ATTACHMENTS

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) Chamber of Commerce calendar; local community calendars

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

TPW advertises and promotes through social media, paid digital ads, and print media. There are currently 376 followers, with 9/10 being outside Tomball. As TPW does not live-stream concerts, family and friends travel from across the region to attend concerts.

How will you measure the impact of your event on local overnight accommodations?

TPW will count total attendees at each performance--with over 321 at our most recent Patriotic concert. Audience members reserve a free ticket and include their mailing address.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball’s lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: 

Applicant Printed Name: Todd Burrer, Director, TPW

Date of Application: 06/25/2026

The Prevailing Winds August 2026 – July 2027 Budget

Salaries and Benefits	\$0
Contractual	\$7,220
Performance space	\$2,000
Music for concerts	\$2,000
Contract musicians	\$2,000
Advertising	\$500
Liability insurance	\$720
Supplies	\$2,000
Supplies and postage	\$500
Marketing materials	\$1,500
Equipment	\$13,500
Concert Chimes	\$5,000
English Horn	\$8,500
TOTAL BUDGET	\$22,720

Itemized budget request of grant funds:

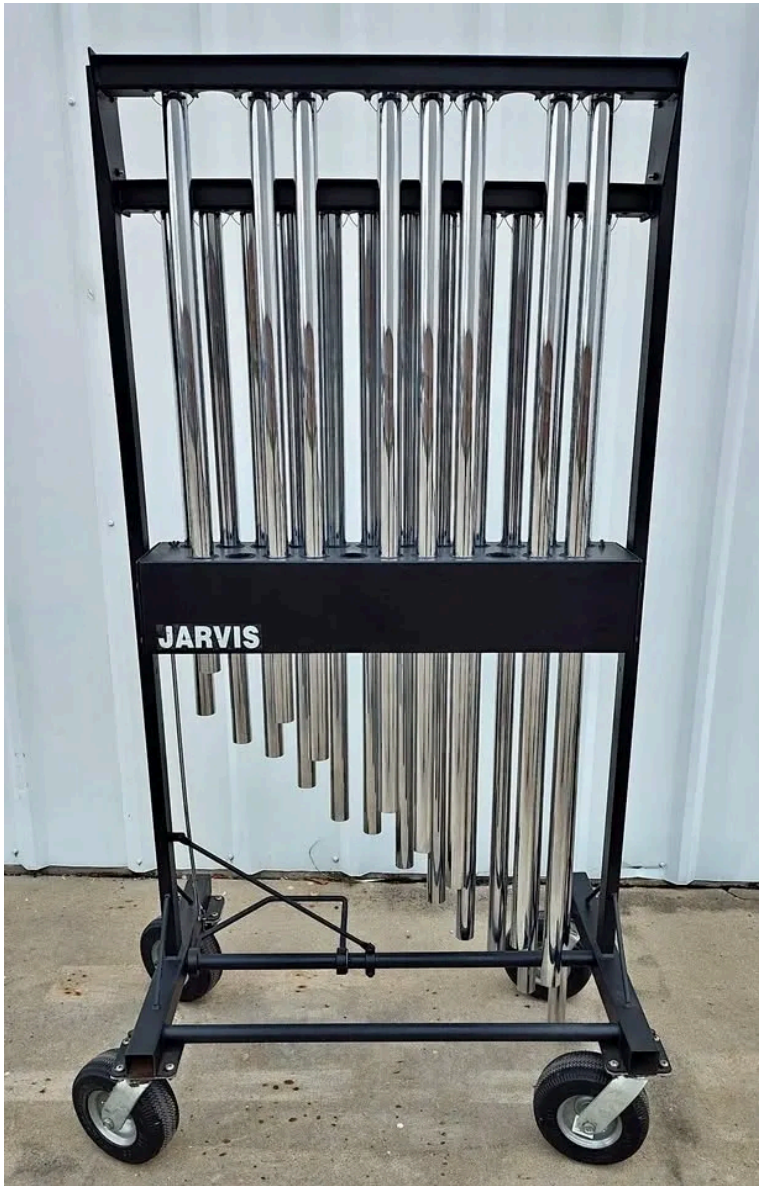
Marketing and Advertising	\$1,000
Concert Chimes	\$4,000
English Horn	\$5,000
	\$10,000

Marketing and advertising are essential to ensuring that residents and visitors are aware of The Prevailing Winds' concert performances in Tomball. Grant funding will support targeted digital and print promotions that expand our audience, increase attendance, and encourage visitors to experience Tomball's arts and cultural offerings. Strong audience outreach directly supports the Hotel Occupancy Tax program's goal of promoting tourism through high-quality performing arts events.

Concert chimes and **English horn** are specialized instruments that dramatically expand the artistic capabilities of a wind ensemble. Because these instruments are not commonly owned by community musicians, their absence limits the ensemble's ability to perform many of the most respected works in the wind band repertoire. Acquiring these instruments will allow The Prevailing Winds to present masterworks by composers including Percy Grainger, Gustav Holst, Frank Ticheli, David Maslanka, John Mackey, Alfred Reed, and James Barnes exactly as they were composed, providing Tomball audiences with performances of significantly higher artistic quality while broadening the range of literature that can be programmed for future seasons.

<p>Concert Chimes</p> <p>Unlike orchestral bell plates or marching percussion, concert chimes are a specialized instrument that most community bands do not own. They provide a rich, resonant sound that cannot be authentically replicated with synthesizers or substitute percussion.</p>	<p>English Horn</p> <p>The English horn is even rarer. While many high school and community bands have oboists, very few own an English horn. The instrument's warm, expressive tone cannot simply be played on an oboe without fundamentally changing the composer's intent.</p>
<p>Major works requiring or prominently featuring chimes:</p> <ul style="list-style-type: none"> • Percy Grainger – Lincolnshire Posy • Percy Grainger – Children's March • Percy Grainger – Irish Tune from County Derry • Gustav Holst – First Suite in E-flat • Gustav Holst – Second Suite in F • Alfred Reed – Russian Christmas Music • Alfred Reed – Armenian Dances, Part I • Ottorino Respighi/arr. Duker – Pines of Rome • Peter Tchaikovsky – 1812 Overture (band transcription) • Frank Ticheli – Angels in the Architecture • John Mackey – Aurora Awakes • James Barnes – Third Symphony • Robert W. Smith – The Divine Comedy • Robert Sheldon – A Longford Legend • Numerous Christmas arrangements <ul style="list-style-type: none"> ○ <i>Carol of the Bells</i> ○ <i>A Christmas Festival (Leroy Anderson)</i> ○ <i>Russian Christmas Music</i> ○ <i>Christmas Symphony</i> 	<p>Major concert band works featuring English horn:</p> <ul style="list-style-type: none"> • David Maslanka – Symphony No. 4 • David Maslanka – Symphony No. 7 • David Maslanka – Give Us This Day • David Maslanka – Traveler • Frank Ticheli – Angels in the Architecture • Frank Ticheli – Blue Shades • Julie Giroux – Symphony No. 4 • Julie Giroux – One Life Beautiful • John Mackey – Wine-Dark Sea • John Mackey – Hymn to a Blue Hour • John Mackey – Frozen Cathedral • James Barnes – Third Symphony • James Barnes – Fifth Symphony • Johan de Meij – Lord of the Rings Symphony • Vincent Persichetti – Symphony No. 6 for Band • Joseph Schwantner – ...and the mountains rising nowhere • Ron Nelson – Rocky Point Holiday • Ron Nelson – Passacaglia • Eric Whitacre – October • Eric Whitacre –Equus (selected passages) <p>Many contemporary composers use the English horn as a featured solo voice because of its unique color and emotional depth.</p>

All Products / Percussion Instruments



Set of Jenco 1.5" Concert Chimes Tubular Bells w/Jarvis Chime Mover Field Cart

\$4,995.00

Almost Gone!

Quantity

ADD TO CART



Share:  

Set of Jenco 1.5" Concert Chimes Tubular Bells w/Jarvis Chime Mover Field Cart. Chimes are in very good condition and sound amazing! We refurbished the chime set to near new condition! The cart frame has been repainted black and looks ne





Used Loree English Horn #HXxx

\$8,035.00

I'm Interested

Click "I'm Interested" to inquire about setting up a trial for this used item.

Item 8.

Credit Card Price: \$8,035 (includes 3% service charge)

Check Price: \$7,800

At a Glance:

- Grenadilla Loree EH, full conservatory
- No cracks!
- Includes 4 bocals & Altieri case cover

Dating from the late 80s (approx. 1988), we have yet another incredible Loree English Horn. Prior to listing, this English Horn went through the shop for a presale servicing: full disassemble & cleaning, bore oiled, replaced necessary key silencers and pads, and full play test and regulation. This is truly a remarkable instrument with a beautiful, resonant sound and excellent response. No cracks! This instrument is perfect for any player looking for a wonderful English Horn. Comes in original Loree double case (OB/EH), gently used Altieri case cover, and double instrument stand. Includes 4 bocals - 2 Silver Loree bocals (#1 & #2), a Symer bocal (similar to #1 length), and unmarked but suspected Dallas #7 bocal. 1-year maintenance warranty also included with purchase.

Contact the oboe department at 800-926-5587 for trial information and availability.

Instrument Trial Policy

Submit an inquiry through our website to be connected with an instrument specialist who will then reach out to you to collect more information about your needs. All trials require contact information, a reference check, copy of a valid driver's license, and matching billing address & credit card information prior to shipment.

All trials are 7 days from the date of delivery.

Financing Available

Learn more about MMI's financing options on our Financing Page.

[Financing Page](#)

The Prevailing Winds
Statement of Activity
August 1, 2025-June 25, 2026

	Total
Revenue	
Contributed income	
Corporate & foundation grants	3,100.00
Donations directed by individuals	9,962.42
Total for Contributed income	\$13,062.42
Total for Revenue	\$13,062.42
Gross Profit	\$13,062.42
Expenditures	
Advertising & marketing	1,213.63
Concert Expense	212.76
Board Retreat	226.00
Insurance	
Liability insurance	720.00
Total for Insurance	\$720.00
Band Social	338.68
Music	1,083.89
Occupancy	
Concert Venue	1,325.75
Rent	2,167.35
Total for Occupancy	\$3,493.10
Contractual - other	
Membership: professional organizations	645.00
Total for Contractual	\$645.00
Photography	525.00
Total for Expenditures	\$8,458.06
Net Operating Revenue	\$4,604.36
Net Revenue	\$4,604.36

Cash Basis Friday, June 26, 2026 01:35 AM GMTZ

The Prevailing Winds

Item 8.

Statement of Financial Position

As of Jun 25, 2026

	TOTAL
<hr/>	
Assets	
Current Assets	
Bank Accounts	
Frost Business Checking (3779)	8,667.33
Total for Bank Accounts	\$8,667.33
Total for Current Assets	\$8,667.33
Total for Assets	\$8,667.33
<hr/>	
Liabilities and Equity	
Liabilities	
Total for Liabilities	
Equity	
Retained Earnings	4,062.97
Net Revenue	4,604.36
Total for Equity	\$8,667.33
Total for Liabilities and Equity	\$8,667.33
<hr/>	

**The Prevailing Winds
Leadership**

info@theprevailingwinds.org

Todd Burrer	Director	936-285-1817
Laura Laabs	President	307-399-1767
Kyle Manuel	Vice-President	
Steve Schmid	Secretary	
Travis Fisk	Treasurer	
Rick Ilari	Member at Large	
Joanna Vickery	Member at Large	
Katy Mayo	Immediate Past President	

Recent social media:

 **The Prevailing Winds** is with LSC-Tomball Music.
Published by Laura Douglas Laabs · June 15 at 9:02 AM · 🌐

What an incredible way to close out the 2025–2026 season!... See more



[See insights and ads](#) [Boost post](#)

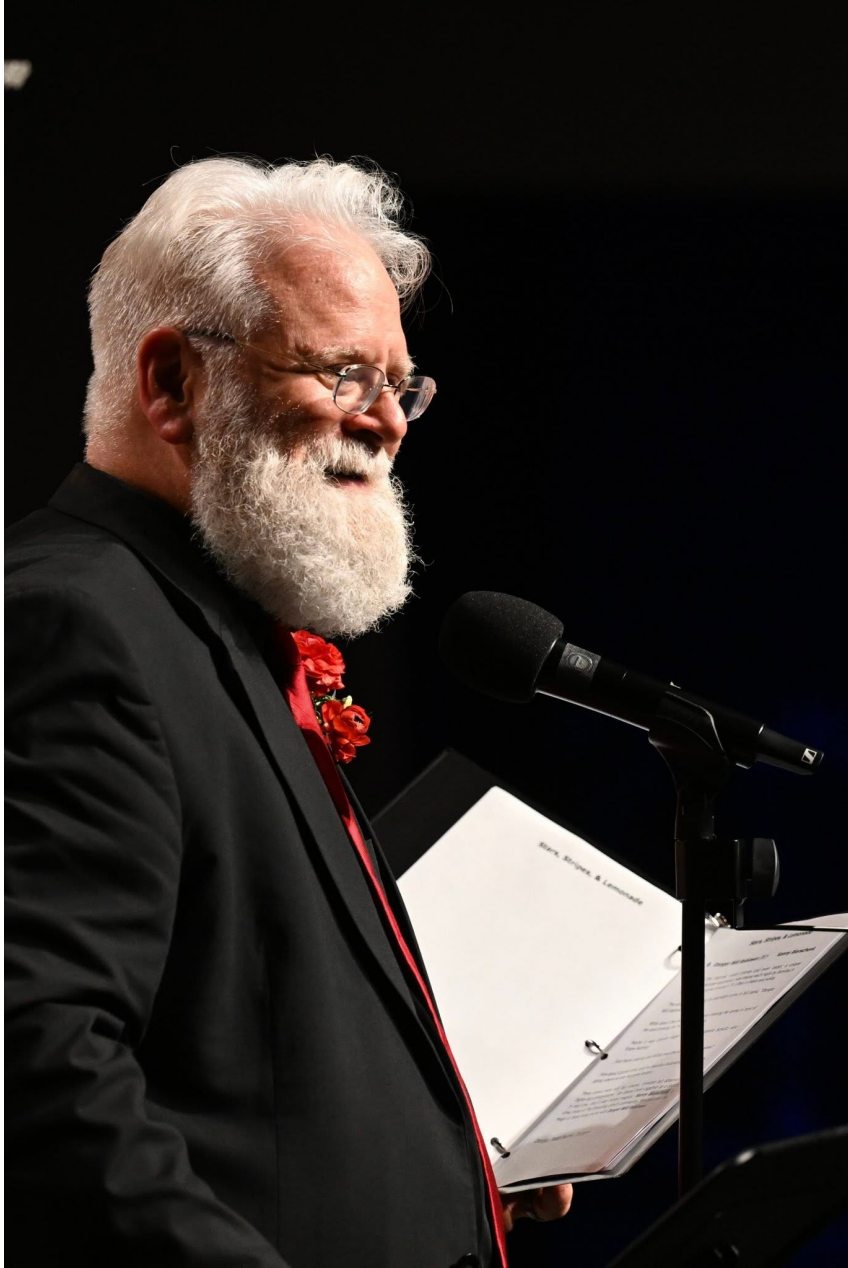
  You and 52 others

 Like  Comment  Share

7 comments 4 shares



Director Todd Burrer recognizing those in the crowd who are serving or have served in the Armed Forces as Assistant Director Kyle Manual conducts during the “Stars, Stripes, & Lemonade” concert.



MC Jim Nutt at The Prevailing Winds “Stars, Stripes, & Lemonade” concert



The Prevailing Winds is at **Performing Arts Center At Lone Star College.**

Published by Laura Douglas Laabs · April 20 · Tomball · 🌐



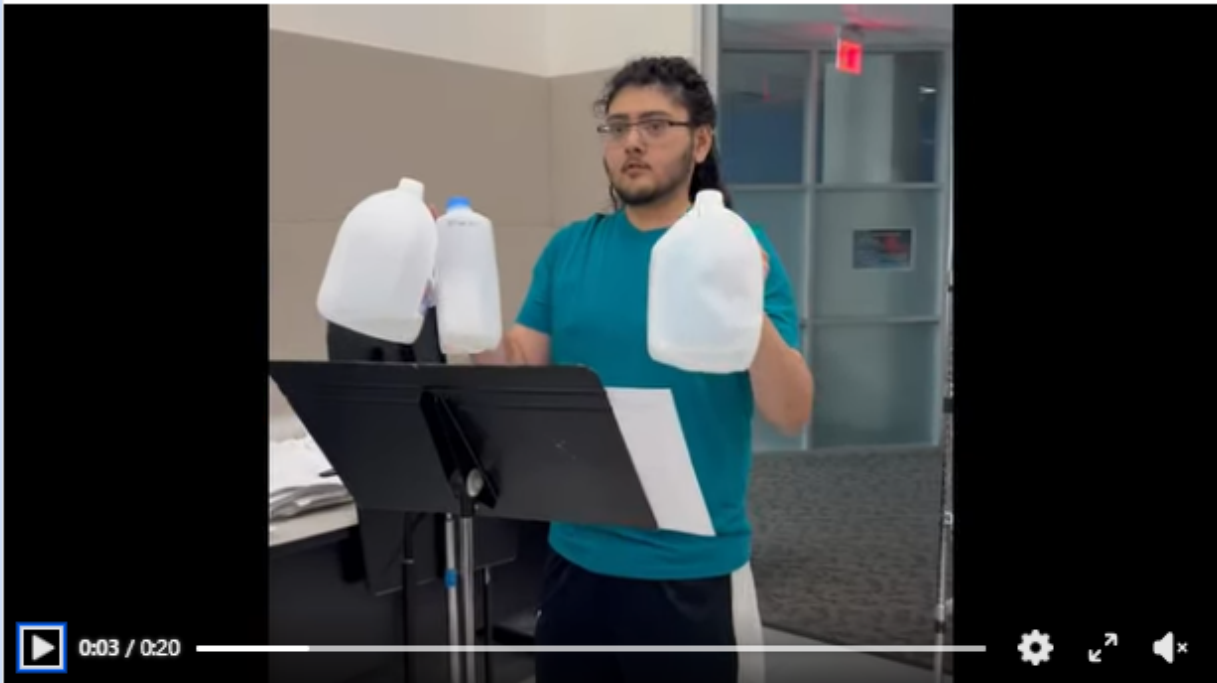
We tried to haul a paddle wheel into the concert hall.
Facilities said no.

The liability insurance company also said no. (Something about the floors... and the river...) 🚫🚫

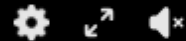
So our percussion section got a little creative instead — and honestly? You won't believe what they came up with. Your seats will stay dry, we promise.

Come prepared to be amazed at American Horizons this weekend! 🎵

<https://givebutter.com/2026ah> See less



0:03 / 0:20



See insights and ads

Boost reel

👍❤️ 27

1 comment 5 shares 1.6K views

👍 Like

💬 Comment

➦ Share



Amy Burrer
Brilliant 🤩

9w Like Reply Hide



Comment as The Prevailing Winds



 **The Prevailing Winds**
Published by Laura Douglas Laabs · April 6 · 🌐

Baton lit.
Headset on.
Captain's hat: non-negotiable.

🎵 Our pit director means BUSINESS and Anything Goes opens Thursday night!
Do you have your ticket?!


🔗 <http://events.ticketleap.com/.../lsctp.../anything-goes-2026> See less




See insights and ads Boost post

👍❤️😄 37 4 comments 8 shares



👍 Like 💬 Comment ➦ Share




 **The Prevailing Winds**
Published by Laura Douglas Laabs · January 11 · 🌐

Something is a bit different in our setup today...





[See insights and ads](#) [Boost post](#)


  You and 33 others

 Love  Comment  Share



8 comments 3 shares




 **The Prevailing Winds**
Published by Laura Douglas Laabs · December 21, 2025 · 

Last night's concert—pure joy. Heartfelt thanks for your support. We look forward to sharing music with you again on February 28.










[See insights and ads](#) [Boost post](#)

  You, The White Oak Wind Orchestra and 48 others 8 comments 2 shares

 Love  Comment  Share

View more comments

 **Maggie Mercer**
Loved the concert!
26w Like Reply Hide

 Comment as The Prevailing Winds     



The Prevailing Winds

Published by Laura Douglas Laabs · November 2, 2025



We had an AMAZING Once Upon a Time concert last night at Lone Star College Tomball Performing Arts Center! Thank you to all our audience members for coming! And, thank you to @obedesquivelphoto for your stellar photos! See less



The Prevailing Winds
Musician/band

Send message

See insights and ads

Boost post

31

1 comment 12 shares

Like

Comment

Share



Ron Bonnie

The photos are a good reflection of the concert, which was equally stellar. Be proud, TPW (members), it was a great and very enjoyable concert. As always, I must add 🍌

33w Love Reply Hide




Comment as The Prevailing Winds








Bruce Hillegeist at The Prevailing Winds “Once Upon a Time” concert performed November 1st, 2026. TPW collaborated with local librarians—each of whom introduced a piece related to literature. Bruce narrated *Peter and the Wolf*.




 **The Prevailing Winds**
Published by Laura Douglas Laabs · October 26, 2025 ·

We put the finishing touches on our music today!
Join us Saturday at 4pm for an amazing Once Upon a Time concert! You DO need a free ticket to get in!
<https://www.ticketleap.events/.../the-prevailing-winds...> See less



See insights and ads Boost post

  24 1 comment 14 shares

 Like  Comment  Share

[end]

Tomball Museum

Operating Budget 2026 - 2027 (Sep 1 - Aug 31)

Item 9.

	2024	2025	2026
	ACTUAL	ACTUAL	BUDGET
Income:			
Donations:			
Donations OCH		\$1,000.00	\$1,500.00
Admissions		\$4,654.00	\$4,800.00
Building Use		\$1,966.00	\$2,000.00
Candlelight Donations		\$672.00	\$700.00
General Donations		\$1,704.00	\$1,800.00
Membership		\$560.00	\$2,000.00
Memorial		\$1,000.00	\$1,500.00
Wedding		\$4,300.00	\$4,500.00
Total Donations		\$15,856.00	\$18,800.00
Investment Income:			
Interest Income (2 CDs)		\$10,800.00	\$7,000.00
Oil Royalties		\$3,400.00	\$3,400.00
Total Investment Income		\$14,200.00	\$10,400.00
Relationship Cash		\$60.00	\$100.00
Fund Raiser - Sales of Product:			
Books (\$20 - about 5 left)		\$20.00	\$40.00
Fans (\$5)		\$50.00	\$50.00
Ornaments (\$20 public / \$10 board)		\$193.00	\$250.00
Feb 14 Weddings (Church & Gazebo) (\$100 ea couple)			\$3,500.00
Brick Sales (? as a donation ?)			\$20,000.00
Total for Fund Raiser - Sales of Product		\$263.00	\$23,840.00
Total for Income		\$30,379.00	\$53,140.00
Cost of Goods Sold:			
Cost of Fundraising:			
Antique Car Show Expenses		\$716.00	\$0.00
Books		\$0.00	\$0.00
Fans		\$0.00	\$0.00
Ornaments (\$10)		\$940.00	\$1,000.00
Merchant Fees		\$132.00	\$200.00
Preparation for Bricks			\$8,000.00
Brick Sales			\$0.00
Total for Cost of Fundraising		\$1,788.00	\$9,200.00
Total for Cost of Goods Sold		\$1,788.00	\$9,200.00
GROSS PROFIT		\$28,591.00	\$43,940.00

Expenses:

Candlelight Tour Expense	\$250.00	\$300.00
---------------------------------	-----------------	-----------------

Fees, Services, Subscriptions:

Charges & Fees	\$100.00	\$200.00
Cleaning Services	\$2,000.00	\$3,000.00
Dues & Subscriptions	\$25.00	\$300.00
Total Fees, Services, Subscriptions	\$2,125.00	\$3,500.00

Insurance:

Commercial Liability	\$12,468.00	\$12,500.00
D&O Policy	\$1,870.00	\$1,900.00
Property Insurance	\$1,016.00	\$1,100.00
Total for Insurance	\$15,354.00	\$15,500.00

Lawn, Maintenance, Supplies, etc:

Lawn Maintenance	\$6,300.00	\$7,000.00
Legal & Professional Services	\$1,189.00	\$2,000.00
Library Supplies	\$508.00	\$600.00
Membership Dues	\$350.00	\$400.00
Office Supplies & Software	\$800.00	\$1,500.00
Total for Lawn, Maintenance, Supplies, etc	\$9,147.00	\$11,500.00

Payroll:

Payroll Taxes	\$1,044.00	\$1,200.00
Salaries & Wages	\$20,405.00	\$26,800.00
Total Payroll	\$21,449.00	\$28,000.00

Pest Control	\$2,170.00	\$2,500.00
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Security	\$590.00	\$600.00
-----------------	-----------------	-----------------

All Taxes & Licenses:

Taxes & Licenses	\$50.00	\$100.00
Property Taxes	\$53.00	\$100.00
Total for All Taxes & Licenses	\$103.00	\$200.00

All Utilities:

Utilities	\$4,061.00	\$4,400.00 ?
Electricity	\$7,518.00	\$8,000.00
Telephone & Internet	\$2,553.00	\$2,700.00
Water & Sewer	\$3,631.00	\$4,000.00
Total All Utilities	\$17,763.00	\$19,100.00

Total for Expenses	\$68,951.00	\$81,200.00
---------------------------	--------------------	--------------------

Net Operating Income	-\$40,360.00	-\$37,260.00
-----------------------------	---------------------	---------------------

Spring Creek County Historical Association

Balance Sheet As of Dec 31, 2025

	TOTAL
<hr/>	
Assets	
Current Assets	
Bank Accounts	
CD	
CD First State Bank of TX 11.24.26	200,000.00
CD Spirit of TX xx19	0.00
Total for CD	\$200,000.00
Money Market	
First State Bank 7166	23,324.04
Total for Money Market	\$23,324.04
Operating	
First State Bank 7156	8,079.36
Simmons Account 1546	6,537.92
Simmons Checking 9785	20,000.00
Total for Operating	\$34,617.28
Total for Bank Accounts	\$257,941.32
Other Current Assets	
Prepaid Expenses	38,850.00
Total for Other Current Assets	\$38,850.00
Total for Current Assets	\$296,791.32
Fixed Assets	
Fixed Assets	
Accumulated Depreciation	-261,908.00
Alarm System	1,900.00
Buildings	156,923.98
Furniture & Equipment	55,377.15
Gazebo	2,552.10
Jail	3,105.50
Land	70,055.79
Lighting Grounds	21,837.20
Patio	0.00
Sawmill	4,380.00
Sidewalk	10,388.50
Sprinkler System	5,398.01
Windmill	5,500.00
Total for Fixed Assets	\$75,510.23
Total for Fixed Assets	\$75,510.23
Total for Assets	\$372,301.55

Spring Creek County Historical Association

Item 9.

Balance Sheet As of Dec 31, 2025

	TOTAL
<hr/>	
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	0.00
Patio Under Oaks Payable	799.23
Payroll Tax Liabilities	799.23
Total for Other Current Liabilities	\$799.23
Total for Current Liabilities	\$799.23
Total for Liabilities	\$799.23
Equity	
Retained Earnings	400,866.68
Net Income	-29,364.36
Total for Equity	\$371,502.32
Total for Liabilities and Equity	\$372,301.55

Spring Creek County Historical Association

Item 9.

Profit and Loss January-December, 2025

	TOTAL
Income	
Donations	\$1,000.00
Admission	4,653.42
Building Use	1,966.00
Candlelight Donations	672.00
General Donations	1,704.00
Membership	560.00
Memorial	1,000.00
Wedding	4,300.00
Total for Donations	\$15,855.42
Grant	58,488.41
Investment Income	
Interest Income	10,799.83
Oil Royalties	3,419.97
Total for Investment Income	\$14,219.80
Relationship Cash Rewards	60.00
Sales of Product	
Books	20.00
Fans	50.00
Ornaments	192.54
Total for Sales of Product	\$262.54
Total for Income	\$88,886.17
Cost of Goods Sold	
Cost of Fundraising	
Antique Car Show Expenses	716.79
Candlelight Tour Expense	250.00
Merchant Fees	131.49
Ornaments for Sale	940.00
Total for Cost of Fundraising	\$2,038.28
Total for Cost of Goods Sold	\$2,038.28
Gross Profit	\$86,847.89
Expenses	
Bank Charges & Fees	100.73
Cleaning Services	2,000.00
Dues & Subscriptions	25.00
Insurance	
Commercial Liability	12,468.40
D&O Policy	1,870.00
Property Insurance	1,016.37
Total for Insurance	\$15,354.77
Lawn Maintenance	6,300.00
Legal & Professional Services	1,189.76
Library Supplies	508.13
Membership Dues	350.00

Spring Creek County Historical Association

Profit and Loss January-December, 2025

	TOTAL
Office Supplies & Software	799.71
Payroll	
Payroll Taxes	1,044.95
Salaries & Wages	20,405.53
Total for Payroll	\$21,450.48
Pest Control	2,170.00
Repairs & Maintenance	\$8,955.37
Church	15,518.50
Gazebo	247.48
Griffin House	6,251.80
Oil Camp House	8,195.00
School House	2,730.00
Theiss House	6,507.64
Total for Repairs & Maintenance	\$48,405.79
Security	590.92
Taxes & Licenses	\$50.00
Property Taxes	52.92
Total for Taxes & Licenses	\$102.92
Utilities	\$4,061.77
Electricity	7,518.25
Telephone & Internet	2,553.00
Water & Sewer	3,631.89
Total for Utilities	\$17,764.91
Total for Expenses	\$117,113.12
Net Operating Income	-\$30,265.23
Other Expenses	
Reconciliation Discrepancies	-900.87
Total for Other Expenses	-\$900.87
Net Other Income	\$900.87
Net Income	-\$29,364.36

Tomball Museum

Grant / Projects Budget 2026 - 2027 (Sep 1 - Aug 31)

Item 9.

2026

BUDGET

Grant **\$85,703.00**

"Grant will pay for "Needed to Balance Net Operating Income" and Whatever Projects we can do"

Needed to Balance Net Operating Income **\$37,260.00**

Griffin House

Leveling Griffin House \$5,000.00
 Structure underneath Griffin House Porch \$5,000.00
 Painting (FH, Doc Office, School House) \$15,000.00

Fellowship Hall

Leveling Fellowship Hall \$4,000.00
 Preserve and reframe Ester Bubbly pics \$5,000.00

School House

Repair ceiling \$3,000.00
 Sand School House Floor \$2,000.00

Log Cabin

Log Cabin Porch Repair \$1,000.00

Theiss House

Theiss Porch Repair \$1,000.00

Oil Camp House

Flower Beds - OCH \$4,000.00

Gazebo

Flower Beds - Gazebo \$5,000.00
 Rock Sidewalk Gazebo (\$3,500) \$3,500.00
 Build Brick Walkway (\$8,000 - in COGS) \$0.00

Church

Flower Beds - Church \$3,500.00
 Display Case Church \$1,500.00

Doctor Office

Flower Beds - Doctor House \$1,500.00
 Technology \$10,000.00
 SavATree \$4,000.00
 ALL - Sprinkler Systems museum grounds \$15,000.00

Total **\$0.00** **\$126,260.00**

Fence Grant **\$100,000.00**

Projects:

All Repairs & Maintenance:

Repairs & Maintenance \$8,995.00
 Church \$15,518.00
 Gazebo \$247.00
 Griffin House \$6,251.00
 Oil Camp House \$8,195.00
 School House \$2,730.00
 Theiss House \$6,507.00
Total for All Repairs & M: **\$48,443.00**



\$12,000.00

\$500.00

\$500.00

\$10,000.00

\$500.00

\$5,000.00

\$1,500.00

\$30,000.00

Spring Creek County Historical Association

Balance Sheet As of Apr 30, 2026

	TOTAL
<hr/>	
Assets	
Current Assets	
Bank Accounts	
CD	
CD First State Bank of TX 11.24.26	202,016.44
CD Spirit of TX xx19	0.00
Total for CD	\$202,016.44
Money Market	
First State Bank 7166	40,993.83
Total for Money Market	\$40,993.83
Operating	
First State Bank 7156	32,814.20
Simmons Account 1546	5,778.51
Simmons Checking 9785	0.00
Total for Operating	\$38,592.71
Total for Bank Accounts	\$281,602.98
Other Current Assets	
Prepaid Expenses	0.00
Total for Other Current Assets	\$0.00
Total for Current Assets	\$281,602.98
Fixed Assets	
Fixed Assets	
Accumulated Depreciation	-261,908.00
Alarm System	1,900.00
Buildings	170,423.98
Furniture & Equipment	55,377.15
Gazebo	2,552.10
Jail	3,105.50
Land	70,055.79
Lighting Grounds	21,837.20
Patio	23,500.00
Sawmill	4,380.00
Sidewalk	10,388.50
Sprinkler System	5,398.01
Windmill	5,500.00
Total for Fixed Assets	\$112,510.23
Total for Fixed Assets	\$112,510.23
Total for Assets	\$394,113.21

Spring Creek County Historical Association

Balance Sheet As of Apr 30, 2026

	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Patio Under Oaks Payable	0.00
Payroll Tax Liabilities	0.00
Total for Other Current Liabilities	\$0.00
Total for Current Liabilities	\$0.00
Total for Liabilities	\$0.00
Equity	
Retained Earnings	371,502.32
Net Income	22,610.89
Total for Equity	\$394,113.21
Total for Liabilities and Equity	\$394,113.21

Spring Creek County Historical Association

Profit and Loss January 1-April 30, 2026

	TOTAL
Income	
Donations	
Admission	1,485.00
Building Use	450.00
General Donations	310.00
Membership	35.00
Memorial	475.00
Wedding	1,800.00
Total for Donations	\$4,555.00
Grant	39,350.00
Investment Income	
Interest Income	2,186.23
Oil Royalties	1,059.78
Total for Investment Income	\$3,246.01
Sales of Product	
Fans	25.00
Ornaments	60.00
Total for Sales of Product	\$85.00
Total for Income	\$47,236.01
Cost of Goods Sold	
Cost of Fundraising	
Candlelight Tour Expense	1,500.00
Merchant Fees	46.15
Total for Cost of Fundraising	\$1,546.15
Total for Cost of Goods Sold	\$1,546.15
Gross Profit	\$45,689.86
Expenses	
Bank Charges & Fees	55.00
Cleaning Services	500.00
Insurance	
Commercial Liability	2,285.93
Total for Insurance	\$2,285.93
Lawn Maintenance	4,800.00
Legal & Professional Services	0.00
Membership Dues	165.00
Payroll	
Payroll Taxes	261.66
Salaries & Wages	3,420.00
Total for Payroll	\$3,681.66
Pest Control	875.00

Spring Creek County Historical Association

Profit and Loss January 1-April 30, 2026

	TOTAL
Repairs & Maintenance	\$4,251.00
Church	1,000.00
Oil Camp House	800.00
Total for Repairs & Maintenance	\$6,051.00
Royalty Taxes	38.78
Security	147.73
Utilities	
Electricity	2,069.96
Telephone & Internet	880.77
Water & Sewer	1,528.14
Total for Utilities	\$4,478.87
Total for Expenses	\$23,078.97
Net Operating Income	\$22,610.89
Net Income	\$22,610.89

About the Spring Creek County Historical Association

In 1961 a group of local leaders realized that in time, without deliberate effort to do something about preserving pieces of the past, examples of the lives of our founding fathers would be lost forever. From that very moment work began on establishing Tomball's first and only historical association and the development of a plan to secure representative structures as permanent land marks for generations of local citizens and their families, school children, and visitors to our city from far and wide to enjoy.

The operation of a museum is no small feat, especially for a small town like Tomball. We are proud of our growth and the quality of our museum offerings. We honor those past volunteers who made that original dream a reality and salute the present ones who strive to preserve this precious gift for future generations.



Doctor's Office

Tour Times and Pricing:

tomballmuseumcenter.com



Group Tours available
by reservation

The Church and Fellowship Hall
are available to rent for your event

Christmas Open House & Candlelight Tour

The second Friday and
following Saturday each
December
6:00 ~ 9:00pm



Barn Interior

Tomball Museum Center

510 N. Pine Street
Tomball, TX 77575
281-255-2148

tomballmuseumcenter@gmail.com
tomballmuseumcenter.com
(3 blocks north of Main St. on Pine)



Griffin House

Ensuring a brighter future
by
Caring for Tomball's past





Trinity Evangelical
Lutheran Church



Log Cabin



Theis House



Church Interior



One Room Schoolhouse

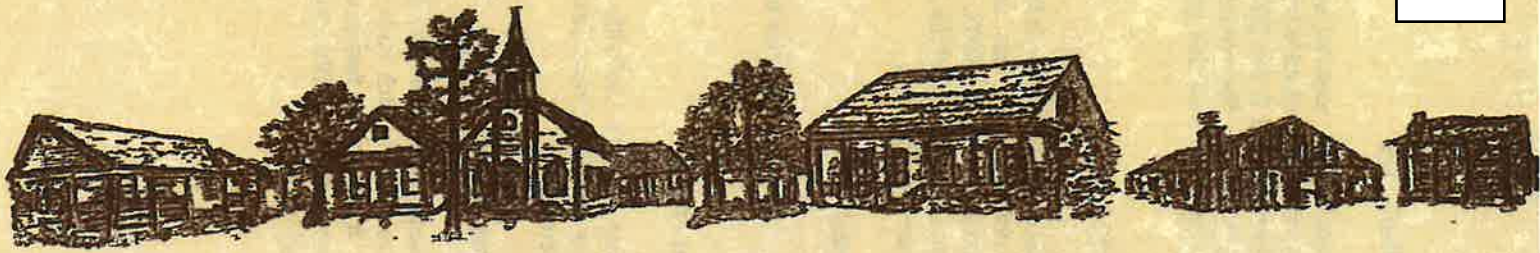


Additional Attractions

- Blacksmith Shop
- Cotton Gin
- WWII Memorial
- Fellowship Hall
- Gazebo
- Jail Cell



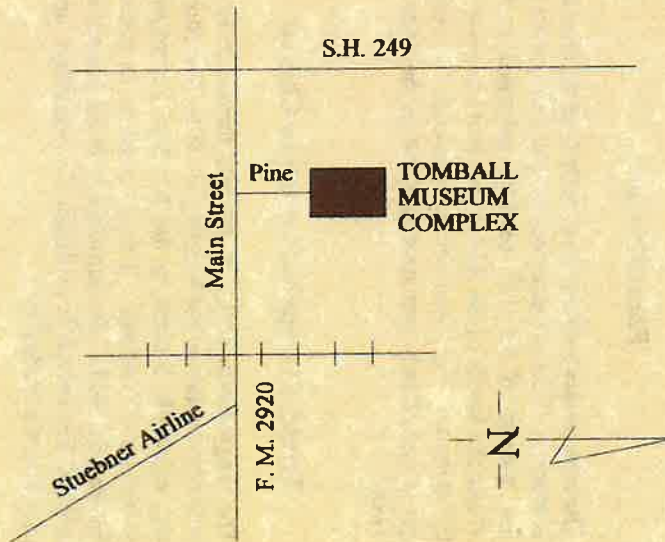
The Barn



TOMBALL MUSEUM CENTER

Administered by
Spring Creek County Historical Association

510 North Pine Street
(281)255-2148



MEMBERSHIP APPLICATION

Name: _____ Date: _____
 Address: _____ Phone: _____
 City: _____ State: _____ Zip Code: _____

Please enroll me as a member of the Spring Creek County Historical Association in the designated category:

Individual \$ 35.00 Family \$ 50.00
 Corporate \$ 500.00

Spring Creek County Historical Association is a non-profit organization in the State of Texas.
Your contributions are tax deductible.

About the Museum

The Spring Creek County Historical Association , a non-profit organization, administers the Tomball Museum Center. Meetings and special events are held throughout the year.

Membership in the Spring Creek County Historical Association brings the privilege of preserving local history, and other advantages as well. Members will receive our newsletter, have voting privileges in organizational proceedings, and access to our research materials. Membership meetings include programs featuring guest speakers or presentations of a historical nature.

The Tomball Museum Center is open Sunday from 2:00 - 4:00 p.m. and Wednesday from 10:00 a.m. - 2:00 p.m. CLOSED HOLIDAYS. Group tours may be arranged by calling (281) 255-2148. Tours, \$3.00 per person.

Every year on the second weekend in December there are candlelight tours of the museum center. All buildings are decorated for an old fashioned Christmas. Wassail and cookies are served in the fellowship hall. Choirs sing in the church. The tour hours are Friday and Saturday from 6:00 - 9:00 p.m. This special event is open to the public. Donations are welcome.

Griffin Memorial House

Eugene Pillot, a prominent early Texas lumberman and builder of classic beauty, built this home in 1860. The home originally stood near the Atascocito Trail on present day Boudreaux Road. The house was moved to its present location largely through the efforts of Judge Charlton and his daughter, Magdalene, of Tomball. It was designated the Griffin House at the request of the donor, in memory of her father, Edmond B. Griffin, and was dedicated as a museum in 1969. Its

furnishings date from the 1800's. Most of the furniture came from the collection of Miss Magdalene Charlton.

Country Doctor's Office

This is the former office of Doctor William Ehrhardt, originally located at FM 1960 and Kuykendahl. The Doctor's office includes an assortment of early medications, equipment and surgical instruments.

Farm Museum

The barn houses a collection of early farming tools and equipment. The two-story cotton gin, dating from the last quarter of the 19th century, belonged to the Wuensche family of the Spring area and was powered by mules or horses. According to research, this cotton gin is one of only two such gins left in the State of Texas.

Trinity Evangelical Lutheran Church

The congregation of this church was formed in 1876, with construction of the building in 1905. The church was originally located in the Neudorf Community, southwest of Tomball. It was moved to its present location in 1973. The furnishings in the church are original. The church is available for weddings upon payment of a modest fee.

Fellowship Hall

This building was part of the first church that was built in 1855 on Fenske Road, in Cypress. The members of this church, St. John Lutheran, gave it to the Spring Creek County Historical Association in 1983 to be restored and used as a fellowship hall. An exhibit of pictures taken in Tomball in 1945 is on display in this building.

Log Buildings

The log house and cornerb were acquired by the Spring Creek County Historical Association in January 1989. These buildings were erected in the Wendish settlement of Serbin around 1857. The pioneers in wooded areas of Texas commonly used this type of construction.

Henry Theis House

In the summer of 1989, descendants of the Theis family presented the museum complex with this family farmhouse, which dates back to the mid-1800's. The restoration of this farmhouse gives a view of life lived by the German settlers in the Tomball area.

Gazebo

The Tomball Study Club donated the gazebo to the museum complex in 1986.

School House

The one room schoolhouse from the Bellville area typifies the school buildings common to rural Texas in the early years of the 20th century.

Oil Camp House

The Oil Camp House was acquired in 1998 through the diligence and generosity of the Oil Patch Kids with help from an Exxon grant. It is the prime feature of an exhibit preserving the vibrant years, 1930's through the mid-1950's, of the area's oil industry.



Tomball Museum Center



CALL FOR VOLUNTEERS!

The museum is looking for new volunteers interested in the following fields: docents, small repairs, archives/research, graphic design, community outreach, social media, and more!

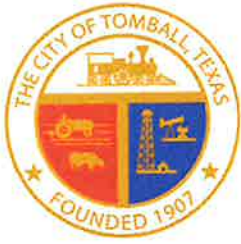
SIGN UP ONLINE

OR STOP BY
THE MUSEUM TODAY



Register now at tomballmuseumcenter.com

510 N. Pine Street, Tomball, TX 77375



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball’s HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual’s residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of tourists.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the “Application for Use of Hotel Occupancy Tax” as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



City of Tomball
Hotel Occupancy Tax Grant Program
Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: Spring Creek County Historical Association

Street Address: 510 N. Pine St

City: Tomball State: Texas Zip Code: 77375

Contact Name: Dwana L. McShan

Role with Organization/Business: President

Phone Number: 832.475.0321 Email: ddesigns76@yahoo.com

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Spring Creek County Historical Association, "Tomball Museum," is rich in history. It represents not only the oil boom of the 1930's, but over time buildings from other counties that had direct ties to the Tomball community were brought in. Soon the museum grew to represent its only little community sitting on 9 acres. It is important to preserve its history for the future. Children, even adults, learn more than they can imagine.

Section II: Event/Program Information

Event/Program Name: Tomball Museum

Date(s) of Event/Program: Continuously throughout the year

Location of Event/Program (Provide the address or a general location):
510 N. Pine ST

Website for Event/Program: Tomball Museum Center

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?
1965

Provide a detailed description of the event/program.

The purpose of seeking HOT Funds to maintain the buildings, whether its repairs, painting, plumbing, etc., and/or maintaining and beautifying the museum grounds. Additionally, technology needs to be brought up to date and meet the needs of operating more efficiently in the year 2026 and move away from pen and paper typical of 1965.

Additionally, the museum is blessed to have beautiful Oak trees. he large oak trees between the buildings and the sacred Veteran Memorial trees. These oak trees require special handling and care, therefore, the museum board elected to use an arborist. The trees are one of the biggest draws to the museum and cannot be replaced.

Museum conducts Programs throughout the year:

1. Candlelight Tours is our most popular Christmas time event. This is free and open to the public.
2. Halloween event is one of our children's favorite. Enjoyed by parents, too.
3. Valentine Weddings is another poplar event held on February 14th.
4. Tractor show is another event, along with our new edition Pioneer Days
5. Veterans Memorial

Estimated Local Attendees at Event/Program: In excess of 5,000

Estimated Out of Town Attendees at Event/Program: about half

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program. \$ 85,703.00

Total operating budget for event/program. \$ 129,643.00

Percent of event/program to be funded by grant. 66 %

Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures. \$ 1500.00

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

HOT funds will be used to repair, maintain, buildings and to maintain, improve grounds. Approximately 9 buildings on 9 acres. Repairs may consist of foundation repairs, roof replacements, sidings painting inside/outside, sprinkler repairs and installation lighting, plumbing, grounds, etc.

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) Newsletter

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

Past programs utilized brochures to advertise the museum. These brochures would then be placed into hotels. We have discovered no one seems to pick up brochures; therefor it seems to be a waste of funds. With bed and breakfast becoming more popular, we need to utilize technology in more creative ways to attract visitors. Contact hotels, B and B, business, etc., to try and tie into their websites dedicated to attractions is just one idea, utilize social media, etc. Mass email of museum newsletter, etc.

How will you measure the impact of your event on local overnight accommodations?

Register visitors that attend the museum asking for address and emails. Every visitor will be added to our email mailing list for future updates. Work closely with Tomball Chamber of Commerce, Visitor Center, and local businesses.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

- 1. Applicant has read all information provided as part of this application packet and understands and will comply with all provisions herein.
- 2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
- 3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
- 4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
- 5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball's lodging facilities.
- 6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
- 7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
- 8. All required supplemental information is attached to this grant application.

Applicant Signature: 

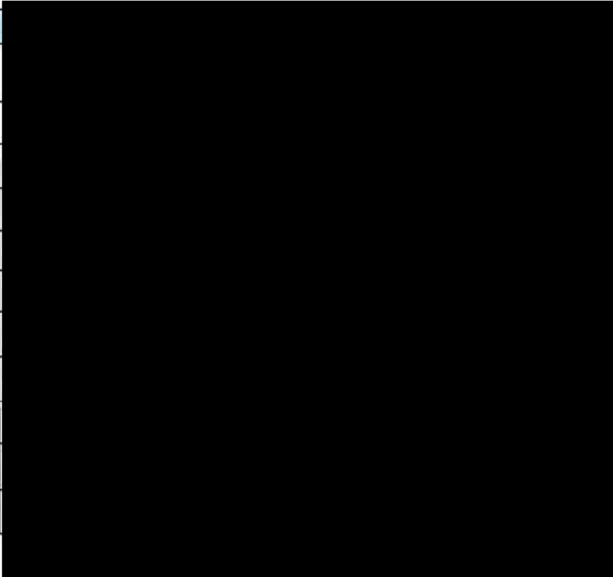
Applicant Printed Name: DWANA M. LANGSTON MCSHAN

Date of Application: June 22, 2024

Spring Creek County Historical Association

BOARD OF DIRECTORS 2026-2027

INDIVIDUAL	CITY	ZIP
Kip Coe	Decker Prairie	77355
JoAnn Ehrhardt	Klein	77379
Rose Hubbard	Tomball	77375
Kaitlyn Ireland	Tomball	77375
Lisa Ireland	Tomball	77375
Pamela Kaiser	Tomball	77375
Dwana "Dee" McShan	Montgomery	77356
John McShan	Montgomery	77356
Jennifer McStravick	Magnolia	77355
Bobby Russell	Tomball	77377
Travis Verdin	Magnolia	77355



City Council Meeting Agenda Item Data Sheet

Meeting Date: June 30, 2026

Topic:

Consideration of the application for FY 2026-2027 Hotel Occupancy Tax Funds for the Tomball Art League.

Background:

Application for FY 2026-2027 Hotel Occupancy Tax Funds for the Tomball Art League Fall Art Show, Brushstrokes and More, and Spring Art Show.

Origination: Marketing and Finance

Recommendation:

Staff recommends the Committee proceed with the consideration of this application.

Party(ies) responsible for placing this item on agenda: Bragg Farmer, Finance Director

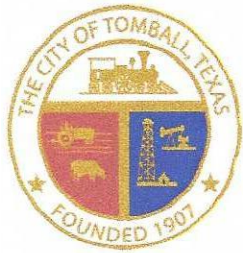
FUNDING (IF APPLICABLE)

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: Bragg Farmer 6/30/26 **Approved by:** _____
Staff Member Date City Manager Date



City of Tomball Hotel Occupancy Tax Grant Program

Item 10.

Funding Year: October 1, 2026 through September 30, 2027

Introduction

Through the adoption of a municipal hotel occupancy tax, the City of Tomball is responsible for promoting tourism and the hotel industry in compliance with the State of Texas Hotel Occupancy Code; Chapter 351, Subchapter B – Use and Allocation of Revenue. The City has the authority to use local hotel funds tax funds in a variety of methods, including the granting of funds to support local events and organizations.

Eligible Uses for Hotel Occupancy Tax Funds

The revenue derived from the municipal hotel occupancy tax may only be used to promote tourism and the convention and hotel industry in the community. The following are eligible uses for Tomball's HOT funds:

1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities or visitor information centers or both;
2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
3. Advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
4. The encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms;
5. Historical restoration and preservation projects or activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums that:
 - a. Are at or in the immediate vicinity of convention center facilities or visitor information centers; or
 - b. Located elsewhere in the municipality or its vicinity that would be frequented by tourists and convention delegates;
6. The day-to-day operations, supplies, salaries, office rental, travel expenses, and other administrative costs ONLY if those administrative costs are incurred directly in the promotion and servicing of those authorized expenditures listed in 1-5 above;
7. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality.

Tourists are defined in Chapter 351 as an individual who travels from the individual's residence to a different municipality, county, state, or country for pleasure, recreation, education, or culture. Tourism is defined as the guidance or management of to

Item 10.

City Policy

Any organization requesting the use of City of Tomball Municipal Hotel Occupancy Tax funds for an event or program that qualifies as an authorized use of funds as listed above must complete the "Application for Use of Hotel Occupancy Tax" as part of the annual grant application process. All requests for funding must be approved by the City of Tomball City Council. Only one project may be requested per application. Applications for annual events must be submitted each year. Funding approved in one year does not guarantee funding in subsequent years.

Approved funding will be paid to approved grantee organizations on a reimbursement basis and will not be paid in advance. The reimbursement paid to the organization will be based on the lesser of the actual costs or the amount originally approved.

Reporting Requirements

Subsequent to the event/purpose for which occupancy tax funding was approved, the organization receiving the funds shall submit a full accounting of the event/purpose and specifically highlight the costs to be reimbursed by the hotel occupancy tax. In addition to the financial accounting of the event/purpose, the report shall also include a narrative describing how the event/purpose directly enhanced or promoted tourism and the convention and hotel industry in Tomball as well as the projected number of tourists or convention delegates coming to Tomball as a result of the event/purpose and the basis for the projection. If the event/purpose is one that is ongoing throughout the year, the financial and narrative report shall be updated and submitted on a quarterly basis.

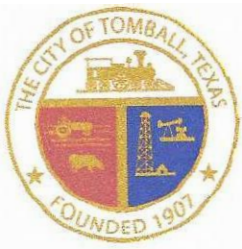
Expenditure or Quarterly Reports shall be submitted as follows:

BY MAIL OR IN-PERSON

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

VIA EMAIL

Finance@tomballtx.gov



**City of Tomball
Hotel Occupancy Tax Grant Program**

Item 10.

Funding Year: October 1, 2026 through September 30, 2027
Application for Use of Hotel Occupancy Tax

The City of Tomball is accepting applications for Hotel Occupancy Tax Grants for the funding period of **October 1, 2026 through September 30, 2027.**

The deadline to submit an application is 5:00 p.m., Friday, June 26, 2026.

Completed applications must be submitted to the City of Tomball by the application deadline. Applications can be submitted via email to Finance@tomballtx.gov or in-person/by mail to the City of Tomball Finance Department, 501 James St., Tomball, TX 77375. Mailed applications must be received by the City before the deadline to be considered.

For additional information or questions, please contact Perla Carrasco at (281) 290-1420 or PCarrasco@tomballtx.gov.

Section I: Organization Information

Name of Organization/Business: The Tomball Art League

Street Address: P.O. BOX 123

City: Tomball State: TX Zip Code: 77377

Contact Name: Dana Daigle

Role with Organization/Business: President

Phone Number: 281.543.5447 Email: DanaMDaigle@gmail.com

Type of Organization/Business Private/For Profit Non-Profit

Purpose of Organization/Business:

The Tomball Art League (TAL) is organized exclusively for charitable and educational purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code. TAL's mission is to promote the visual arts, provide an outlet for local artists to meet and learn from one another, and enrich the Tomball community through exhibitions, events, and education.

Section II: Event/Program Information

Event/Program Name: TAL Fall Art Show, Brushstrokes and More, TAL Spring Art Show

Item 10.

Date(s) of Event/Program: Oct 9-10, 2026, Dec 4-5, 2026, April 9-10, 2027

Location of Event/Program (Provide the address or a general location):

LONE STAR COLLEGE- TOMBALL COMMUNITY LIBRARY 30555 TOMBALL PARKWAY, TOMBALL TX 77375

Website for Event/Program: www.tomballartleague.org

Is this a new event/program? Yes No

If this is not a new event/program, how long has the event/program operated?

TAL has been hosting at least two art shows every year since 2018, with a gap year due to COVID.

Provide a detailed description of the event/program.

Artists from Tomball and throughout Texas submit original works in a wide variety of mediums to compete in a professionally judged exhibition among their peers. These multi-day art shows celebrate artistic excellence while providing opportunities for artists to gain recognition, receive valuable feedback from accomplished jurors, and connect with collectors and the public. The exhibitions attract a diverse audience that includes artists, collectors, art enthusiasts, families, students, educators, and community members. In addition to viewing hundreds of original works of art, visitors enjoy live artist demonstrations, educational presentations, and opportunities to engage directly with working artists. Our most recent two-day art show welcomed more than 800 visitors to the Tomball area, generating increased traffic for local restaurants, hotels, retail businesses, and other attractions while reinforcing Tomball's reputation as a vibrant destination for arts and culture.

Estimated Local Attendees at Event/Program: 300

Estimated Out of Town Attendees at Event/Program: 500

223

Section III: Funding/Expenditure Information

Amount of grant funding requested for event/program.	\$ 10,250.00	Item 10.
Total operating budget for event/program.	\$ 25,950.00	
Percent of event/program to be funded by grant.	39	%
Total funding dedicated to advertising or promotion of the event/program, including both grant funded and non-grant funded expenditures.	\$ 3900.00	

Provide a detailed description of how grant funds will be used if approved (additional pages can be added if necessary).

Funding will support expanded marketing and event enhancements for the Tomball Art League Art shows, including: Social media advertising and digital promotions to increase public awareness and attendance. Design, printing, and distribution of event signage, promotional flyers, postcards, and direct mail pieces. Purchase of professional art display panels to replace old panels and expand exhibition capacity. Acquisition of battery-operated gallery lighting to improve artwork presentation in venues with limited electrical access. Purchase of ornamental display easels to showcase Best of Show, First Place, and other award-winning artwork during live judges' critiques and special exhibitions. These enhancements create a more professional exhibition environment, improve visitor engagement, increase attendance, and provide greater recognition for participating artists while supporting the league's mission to promote visual arts education and appreciation throughout Texas.

Please indicate all promotion/advertising efforts your organization will use to alert visitors to the event/project/program.

- Paid Advertising Radio Television Brochures
- Social Media Newspaper Online/Digital Ads Press Release
- Other (please specify) Chamber of Commerce calender of event

Provide a description of how you intend to advertise or promote your event/program to gain overnight stays in Tomball.

Our marketing strategy will extend well beyond the immediate Tomball area to attract visitors from across Southeast Texas. Promotional efforts will include targeted social media campaigns, Google Ads, press releases, community calendars, and outreach to local and regional media outlets to maximize public awareness and attendance. To encourage overnight stays and increase the economic impact on the local community, we partner with the Lone Star Art Guild to attract & promote the event through all 13 member leagues around the state of Texas, in conjunction with the Tomball Chamber of Commerce to distribute visitor guides, brochures, and promotional materials highlighting Tomball's restaurants, shops, hotels, attractions, and entertainment venues. Event attendees will be encouraged to make the Tomball Art League Art Show part of a weekend destination experience, benefiting local businesses while expanding exposure to the arts. These coordinated marketing efforts are designed to increase attendance, attract new audiences, promote cultural tourism, and strengthen the economic impact of the event throughout the Greater Tomball area.

How will you measure the impact of your event on local overnight accommodations?

Many of our volunteers came fro out of town; approx 25% (20-30 people) stayed overnight for at least one night. In addition to these, we will use SurveyMonkey or a similar online survey platform to gather feedback from participating artists, volunteers, presenters, vendors, sponsors, and attendees. The survey will evaluate overall event satisfaction, marketing effectiveness, programming, venue experience, accessibility, and organizational logistics. Specific questions regarding accommodations, accessibility, and participant needs will be included to help ensure future events are welcoming and inclusive for all attendees. Survey results will be analyzed by the planning committee and used to identify opportunities for improvement, enhance participant experience, and guide planning for future Tomball Art League art shows & related events.

Section IV: Certification of Approved Use of HOT Funds

All requested HOT Fund grants/expenditures must meet both parts of the statutory Item 10. Hotel Occupancy Tax Test. This means that all grant expenditures must 1) directly enhance and promote tourism and directly promote overnight hotel stays AND 2) fall within one of the statutorily approved expenditure categories.

1. Does your event/program expenditure pass “Part One” of the statutory Hotel Occupancy Tax test listed below?

Part One Test: Expenditure directly enhances and promotes tourism in Tomball and directly promotes the overnight accommodation industry in Tomball by increasing overnight stays.

- YES, the event/program expenditure meets the Part One test.
 NO, the event/program expenditure does not meet the Part One test.

2. Does your event/program expenditure pass “Part Two” of the statutory Hotel Occupancy Tax test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or 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 attract tourists or convention 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.

Section V: Required Supplemental Information

To complete the grant application, the following additional documents are required:

1. Itemized budget of expenditures for grant funds.
2. Organization’s most recent annual budget.
3. Organization’s most recent financial statements. **Audited financial statements must be provided for any grant request exceeding \$100,000.**
 - a. Financial statements should include the organization’s balance sheet and income statement for the most recently completed fiscal year.
4. List of Board of Directors/Event Committee with contact information.
5. IRS Form W-9 (only required if the correct W-9 is not already on file with the City of Tomball).
6. Any other information that supports the grant request.

Section VI: Acknowledgements and Signature

Item 10.

1. Applicant has read all information provided as part of this application pack understands and will comply with all provisions herein.
2. Applicant is authorized by the associated business/organization to submit this grant application for the event/program described herein.
3. Applicant intends to use the grant for the event/program that has been applied for and will communicate with the City of Tomball immediately if any changes in the event/program occur.
4. Applicant will abide by all relevant local, state, and federal laws and regulations regarding the use of Hotel Occupancy Taxes.
5. Applicant will use grant funds to directly enhance and promote tourism and the hotel industry by attracting visitors from outside of Tomball to stay overnight in one of Tomball's lodging facilities.
6. Applicant understands that all grant funds are provided on a reimbursement basis and only proven eligible expenses will be reimbursed.
7. Applicant acknowledges that if grant funds are awarded, the event/program organizers agree to allow the financials of the event/program to be viewed at any time by the City of Tomball prior to receiving reimbursement for the event.
8. All required supplemental information is attached to this grant application.

Applicant Signature: _____

Teresa Macorke

Applicant Printed Name: _____

Teresa Macorke (obo Dana Daigle)

Date of Application: _____

06/24/2026

Item 10.



**Department of the Treasury
Internal Revenue Service
1 Independence Drive
Jacksonville, FL, 32202**

In reply refer to: 3555742223
2/19/2026 LTR 147C

THE TOMBALL ART LEAGUE
% THERESA CLARK
16515 COURTLAND CIR
SPRING, TX 77379-7201-151

Employer Identification Number: 76-0445195

Dear Taxpayer:

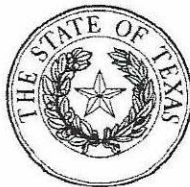
Thank you for your inquiry of 2/19/2026.

Your Employer Identification Number (EIN) is 76-0445195.

Please keep this letter in your permanent records. Enter your name and your EIN on all business federal tax forms and on related correspondence.

If you have any questions regarding this letter, you can call 1-800-829-0115. If you prefer, you may write to us at the address shown at the top of the first page of this letter. When you write, please include a telephone number where you may be reached and the best time to call.

Sincerely,
Ms. Clarke Henry
1004296196
CSR



Office of the Secretary of State

CERTIFICATE OF FILING OF

The Tomball Art League
File Number: 806488356

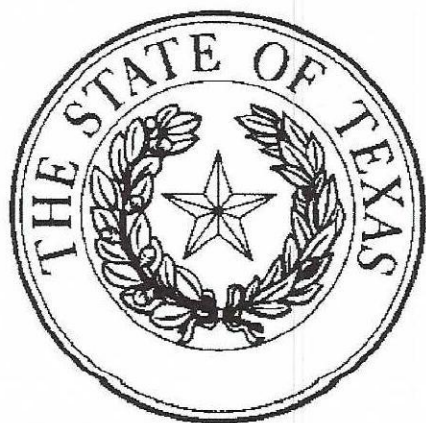
The undersigned, as Secretary of State of Texas, hereby certifies that a Certificate of Formation for the above named Domestic Nonprofit Corporation has been received in this office and has been found to conform to the applicable provisions of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing filing effective on the date shown below.

The issuance of this certificate does not authorize the use of a name in this state in violation of the rights of another under the federal Trademark Act of 1946, the Texas trademark law, the Assumed Business or Professional Name Act, or the common law.

Dated: 03/03/2026

Effective: 03/03/2026



A handwritten signature in black ink that reads "Jane Nelson".

Jane Nelson
Secretary of State

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
 requester, **Do not**
 ser Item 10. **S.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type.
 See Specific Instructions on page 3.

	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) The Tomball Art League	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) 501(c)3	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5 Address (number, street, and apt. or suite no.). See instructions. 16515 Courtland Circle	Requester's name and address (optional)
	6 City, state, and ZIP code Spring, TX 77379	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-			-			
or									
Employer identification number									
7	6	-	0	4	4	5	1	9	5

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person *Theresa Maccoche* Date 6/25/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

TAL Board of Directors & Executive Committee

▼ First name
 ▼ Last name
 ▼ Email
 ▼ Phone

Role	First name	Last name	Email	Phone
BOD-President	Dana	Daigle		
BOD-Secretary	Gina	Garnett		
BOD-Treasurer	Denise	Gilbert		
BOD-Vice President	Linda	Jarnagin		
Fundraising	Teresa	Macorke		
Communications	Vonna	Carter		
Community Displays	Rosemary	Massey		
Greeter/Hostess	Janice	Miller		
Hospitality	Anne	Shirley		
	Julie	Sustala		
Librarian	Alma	Valverde		
LSAG Liaison	Lorel	Hohl		
Show Coordinator	Carol	Foster		
Show/Event Manager	Teri	Clark		
	Elizabeth	Bartlett		
Social Media/Promotions	Les	Lee		
WebMaster				

Item 10.

Operating Budget

2025 Art Year AnnualShow 2026 ArtYear HOT GrantApp
 [8/1/2024 -7/31/2025] [6/2026] [8/1/2026-7/31/2027] Items

Operating Expenses

Administrative

Subtotal	\$2,776.86	\$2,327.07	\$3,000.00
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Marketing & Promotion

Graphic Design	\$0.00	\$0.00	\$0.00
Printing Flyers/Brochures	\$171.18	\$100.00	\$500.00 \$ 250.00
Office Supplies, Posters & Signage	\$108.00	\$685.70	\$1,500.00 \$ 750.00
Social Media Advertising	\$250.00	\$250.00	\$500.00 \$ 250.00
Google Ads	\$0.00	\$0.00	\$0.00 \$ -
Press Releases	\$0.00	\$0.00	\$0.00 \$ -
Banners	\$100.00	\$250.00	\$350.00 \$ 150.00
Photography	\$0.00	\$0.00	\$750.00 \$ -
Video Production	\$0.00	\$0.00	\$300.00 \$ -
Subtotal	\$629.18	\$1,285.70	\$3,900.00 \$ 1,400.00

Exhibit Supplies

Display Panels	\$0.00	\$0.00	\$12,000.00 \$ 8,000.00
Easels/Pedestals	\$156.00	\$0.00	\$300.00 \$ 300.00
Battery Lighting	\$497.98	\$0.00	\$500.00 \$ 500.00
Extension Cords	\$50.00	\$0.00	\$50.00 \$ 50.00
Table Covers	\$100.00	\$0.00	\$150.00
Labels & Artwork Tags	\$280.00	\$125.00	\$500.00
Registration Supplies	\$75.00	\$0.00	\$100.00
Office Supplies	\$75.00	\$0.00	\$250.00
Subtotal	\$1,233.98	\$0.00	\$13,850.00 \$ 8,850.00

Demonstrations & Education

Subtotal	\$550.00	\$0.00	\$550.00
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Awards & Competition

Subtotal	\$940.87	\$2,014.35	\$3,000.00
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Venue Expenses

Subtotal	\$457.00	\$3,060.00	\$3,900.00
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Hospitality

Subtotal	\$242.00	\$636.94	\$750.00
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Total Budget

Total Income	\$9,336.98	\$8,943.00	\$0.00
Total Expenses	\$6,829.89	\$9,324.06	\$28,950.00
Net Operating Margin	\$2,507.09	-\$381.06	\$28,950.00

HOT Grant Application			\$ 10,250.00
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TAL BUDGET REPORT
 Covering TAL Fiscal Art Year [Aug 1, 2024 -July 31, 2025]

THE TOMBALL ART LEAGUE

INCOME - PRIMARY

MEMBERSHIP Dues	2,122.03
ART SHOW Entry Fees	3,819.60

INCOME-OTHER

INCOME : Workshops	1,380.97
INCOME: 50.50 RAFFLE DRAWING	105.00
INCOME DONATED : MISC	123.00
INCOME : 15% DONATED 2 SHOWS **	273.38

TRAILER INCOME (DONATIONS)

Special Member Donations: Trailer	145.00
INCOME: Sold 2008 Trailer	1300.00
	9268.98

PRIMARY EXPENSES

Bank of America /Bank Fees	112.00
Insurance - Liability	457.00
Post Office Box Rental	221.00
Membership Dues: LSAG	55.00
Website /Domian Expense	51.64
Demo Artist /Monthly	550.00
LEGAL FEES (501C NON PROFIT)	250.00
	1,696.64

GRAND TOTAL (EXPENSES)

PRIMARY EXPENSES	1696.64
ART SHOWS EXPENSE	1190.37
VARIABLE EXPENSE	1176.48
EXPENSE / MISC	98.86
EXPENSE-TRAILERS	3596.99
EXPENSE - CREDIT CARD FEES	68.46
	7827.80

FOR REFENCE 15% DONATION

** ART SALES 15% INCOME DETAILS < + >	
Fall Show - Artwork Sold	720.00
Sold Artwork X 15% - (Donate to TAL)	108.00
Spring Show - Artwork Sold	1152.50
Sold Artwork X 15% - (Donate to TAL)	165.38

TOTAL (15%) INCOME : **\$273.38**

EXPENSE - 2 ART SHOWS

ART SHOW - (2)Judges	400.00
ART SHOW- Award Checks	263.75
ART SHOW - Ribbons	277.12
ART SHOW -Supplies: Misc Expenses	32.26
ART SHOW - Hostess Foods	217.24
	1190.37

VARIABLE EXPENSE

2 Workshops Host Payments	475.00
Donation - Friends of Library	175.00
POSTAGE - Stamps, Packages	6.27
GIFT - Flowers	182.89
Printing for League / Laminates	171.18
Promotional - Products	108.00
Directory	58.14
	1176.48

EXPENSES / MISC

Credit Card Hardware - SQ	63.86
Expense Friends and Family Nite	35.00
	98.86

EXPENSE - TRAILER(S)

2008 Trailer Expense	9.89
2008 Trailer Tags	86.60
Trailer 2022 Purchased	3,000.00
Trailer Tags (2022 Trailer)	500.50
	3596.99

EXPENSE - CREDIT CARD FEES

Square Fee Expense Fall Show	10.80
Sq Fee Expense - Spring Show	57.66
	68.46

TAL ART YEAR 2024 - 2025

INCOME / REVENUE TOTAL: **9,268.98**

EXPENSES : **7,827.80**

\$ 3790.04 < BEGINNING TOTAL AUG 1ST 2024

\$3729.14 < ENDING BALANCE JULY 31, 2025

Balance Sheet

As of June 30, 2026

	<u>Jun 30, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank of America	2,222.00
Total Checking/Savings	<u>2,222.00</u>
Total Current Assets	2,222.00
Fixed Assets	
Art Panels	4,000.00
Show Lights	500.00
Trailer	4,400.00
Accumulated Depreciation	-1,860.00
Total Fixed Assets	<u>7,040.00</u>
TOTAL ASSETS	<u>9,262.00</u>
LIABILITIES & EQUITY	
Equity	
Additional Paid in Capital	7,900.00
Capital	1,000.00
Net Income	362.00
Total Equity	<u>9,262.00</u>
TOTAL LIABILITIES & EQUITY	<u>9,262.00</u>

THE TOMBALL ART LEAGUE

06/30/26

Profit & Loss

Accrual Basis

January through June 2026

	<u>Jan - Jun 26</u>
Ordinary Income/Expense	
Income	
Sales	20,364.00
Total Income	<u>20,364.00</u>
Gross Profit	20,364.00
Expense	
Art Sales disbursements	8,931.00
Bank Service Charges	69.00
Business promotions expense	1,141.00
Depreciation Expense	1,860.00
Donation expense	1,197.00
Dues and Subscriptions	1,539.00
Insurance Expense	346.00
Judge fees	200.00
Office Supplies	3,295.00
Prizes and awards expense	200.00
Workshop expense	1,224.00
Total Expense	<u>20,002.00</u>
Net Ordinary Income	<u>362.00</u>
Net Income	<u><u>362.00</u></u>

THE TOMBALL ART LEAGUE
Statement of Cash Flows
January through June 2026

	<u>Jan - Jun 26</u>
OPERATING ACTIVITIES	
Net Income	362.00
Net cash provided by Operating Activities	<u>362.00</u>
INVESTING ACTIVITIES	
Art Panels	-4,000.00
Show Lights	-500.00
Trailer	-4,400.00
Accumulated Depreciation	1,860.00
Net cash provided by Investing Activities	<u>-7,040.00</u>
FINANCING ACTIVITIES	
Additional Paid in Capital	7,900.00
Capital	1,000.00
Net cash provided by Financing Activities	<u>8,900.00</u>
Net cash increase for period	<u>2,222.00</u>
Cash at end of period	<u><u>2,222.00</u></u>