



**SEABROOK HOTEL OCCUPANCY TAX ADVISORY COMMITTEE
NOTICE OF MEETING
MONDAY, FEBRUARY 24, 2025 - 6:00 PM**

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THIS AGENDA IS BEING POSTED AS A COURTESY AND FOR INFORMATIONAL PURPOSES ONLY. THE HOTEL OCCUPANCY TAX (HOT) ADVISORY COMMITTEE ESTABLISHED BY [RESOLUTIONS 2024-22](#) IS AN ADVISORY BOARD AND IS NOT SUBJECT TO THE 72-HOUR POSTING REQUIREMENT UNDER THE TEXAS OPEN MEETINGS ACT. NO FORMAL ACTION WILL BE TAKEN AT THIS MEETING AND WILL BE ADVISORY IN NATURE FOR ACTION OF THE SEABROOK CITY COUNCIL.

1. NEW BUSINESS

1.1 Nomination and vote for a Chair and Vice Chair of the Hotel Occupancy Tax Advisory Board.

2. PRESENTATIONS

2.1 Scott Joslove, President & CEO of the Texas Hotel & Lodging Association will deliver a virtual presentation providing an informative HOT 101 overview, covering all essential aspects of the Hotel Occupancy Tax (HOT), including legal requirements, compliance, and industry best practices.

2.2 Michael Gibbs, Director of Finance with the City of Seabrook will provide a financial overview presentation, covering current financial reports, key budget items, and financial considerations related to the Hotel Occupancy Tax (HOT).

3. ROUTINE BUSINESS

3.1 Selecting a date for the next regularly scheduled meeting, establishing its recurrence, and determining agenda items for future meetings.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE, 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5663 OR CITYSEC@SEABROOKTX.GOV FOR FURTHER INFORMATION.

Lexie Graham,
Tourism and Special Events Coordinator



Agenda Briefing

Date of Meeting: February 24, 2025

Responsible Department: Public Affairs

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Nomination and vote for a Chair and Vice Chair of the Hotel Occupancy Tax Advisory Board.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation: