



CITY OF DEL RIO, TEXAS  
HOT FUNDING COMMITTEE MEETING  
COUNCIL CHAMBERS - CITY HALL  
109 WEST BROADWAY  
JULY 18, 2017 - 5:15 P.M.

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

a. Hotel Occupancy Tax Fund Committee Minutes for June

4. INFORMATIONAL ITEMS

5. OTHER BUSINESS  
(ACTION MAY BE TAKEN ON THESE MATTERS)

a. Discuss and Possible Action on Hiring Staff to Promote Air Service

b. Hotel Occupancy Tax Fund Financial Reports for June, Fiscal Year 2016-2017

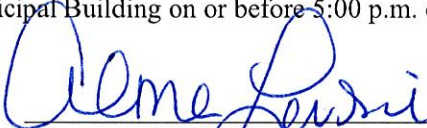
c. Update on Hotel Occupancy Tax Fund Committee Board membership including term limits and membership vacancies.

d. Hotel Occupancy Tax Fund Application - St Joseph's Holy Smoke BBQ Cook-Off, James Wainer

6. ESTABLISH NEXT MEETING

7. ADJOURNMENT

I, Alma Levrie, City Secretary, hereby certify that the above agenda was posted on the bulletin board in the Municipal Building and on the bulletin board immediately outside the Municipal Building on or before 5:00 p.m. on the 14th day of July 2017.

  
Alma Levrie, City Secretary

**HOT Funding Committee**

**3.a.**

**Meeting Date:** 07/18/2017

**Submitted By:** Leno Hernandez, Paul Poag Theatre Mgr

---

**SUBJECT:**

Hotel Occupancy Tax Fund Committee Minutes for June

---

**Attachments**

HOT\_MIN\_JUN20

HOT\_MIN\_JUN27

---

**CITY OF DEL RIO  
HOTEL OCCUPANCY TAX COMMITTEE  
COUNCIL CHAMBERS - CITY HALL  
109 WEST BROADWAY  
JUNE 20, 2017 - 5:15 p.m.**

**1 CALL TO ORDER**

Leno Hernandez called the meeting at 5:31pm

**2 ROLL CALL**

Mayor Robert Garza  
Vice Chairperson Leno Hernandez  
Councilperson Rowland Garza  
Committee Member Blanca Larson  
Committee Member Tommy Zapata  
Committee Member Roberto Fernandez  
Committee Member Polo Del Rio  
Committee Member Mike Wrob  
Committee Member Otila Gonzalez  
Committee Member Skip Baker

Absent:

Mayor Robert Garza  
Committee Member Otila Gonzalez  
Committee Member Mike Wrob  
Committee Member Tommy Zapata

No Quorum -Started meeting with discussion only

Others present: Henry Arredondo, Gloria Barrientos, Susie Vela, Orlando Castillo,  
Vicky Fuente

**3 INVOCATION**

Councilman Rowland Garza

**4 PLEDGE OF ALLEGIANCE**

All that were present made pledge of allegiance

**5 APPROVAL OF MINUTES**

a. Approval of Hot Funds Meeting Minutes for May 16, 2017-Beatris Vela  
Deputy City Secretary

Motion: Leno Hernandez 2nd: Rowland Garza

Vote 6-0

**INFORMATIONAL ITEMS**

## a. Hotel Occupancy Tax Fund Financial Reports for Fiscal Year 2016-2017

Leno Hernandez gave the report for May collections was \$71,659.09 and for allocations balance is \$589,847.25. Details on discussion of why were there blank spots in the collections. Leno stated that everyone was up-to-date according to Lori Venegas, Tax director. He asked for quarterly report from her and she will send it to him. States had good collections for April.

**OTHER BUSINESS****(ACTION MAY BE TAKEN ON THESE MATTERS)**

## a. HOT Fund Application - Del Rio Babe Ruth, Gilbert Polanco

Leno Hernandez stated that Mr. Polanco received funds last year and came to the meetings to give post-event report but meetings had no quorum and unable to give these reports. Gilbert Polanco, President of Del Rio Babe Ruth stated they are only weeks away for the tournaments. Stated last year they needed to have a potential of 8 teams and turned out only 3 teams last year. The fix expenses are usually very high and these funds are not budgeted or allocated. Requested \$3,120 and received roughly \$2,300 and thanked the commission for this money. Leno asked how many days for this and Mr. Polanco stated they get here on Thursday and go through Sunday, 4 days and 3 nights. They had opening meetings, breakfast at Ramada Inn. He had information on last year and this year's application. Has 5 teams confirmed. Mike Wrob asked how much for marketing and media coverage or radio. Mr. Polanco states its done through social media. Leno states Hot Fund expenditure falls under category 6 for Babe Ruth League. Mr. Polanco states the big bulk is for umpires, scorekeeper and plaques expense. Requesting \$3,000 for this year's expenses. Will bring post-event report .

Motion: Roberto Fernandez      2nd: Councilman Rowland Garza      Vote 6-0

## b. HOT Fund Application-South Texas Bull Riding, Hector Rodriguez, Enrique Perez

Mr. Hector Rodriguez, Mr. Enrique Perez here. Leno states application submitted in October and have been reviewed twice as no meeting in October and November. Post-event report included in e-mail and has a copy. Whispering Palms was sold out for 50 to 55 rooms, but others went to other hotels. Nothing was given last year, and requested \$5,000 for the last event. Motion to approve for \$5,000 for re-imburement for November 2016. Nothing requested from George Paul from this committee as questioned by Councilman Mike Wrob.

Motion: Leno Hernandez      2nd: Councilman Rowland Garza      Vote 6-0

## d. Request for Funding, City of Del Rio, 4th of July Celebration

Esmeralda Meza, Community Services Director gave presentation for the festivities which

includes entertainment and production of several bands that will play at the amphitheater and she is requesting funds in the amount of \$30,000 to cover all entertainment expenses. \$10,200 for the 3rd of July and \$19,800 for the 4th of July. Entertainment will be determined by council, cost by selection and price range from \$1,500 to \$15,000.

e. Discuss and Act on Possible Expenditures of HOT TAX Fund Reserves-Transit Vehicles

Leno Hernandez states spoke about this last meeting and states LAFB needed transportation for 150 people coming from out-of-town and this conversation lead to purchasing some vehicles as Elsa Reyes, Transportation Director, and buses are limited because of grant funding and cannot be used for transit services. Spoke to a vendor about these vehicles and cost of \$150,000 that needs to be earmarked. Committee members discussed the liability and annual expenses for these vehicles which would be very costly. Will bring up at next meeting. Mayor wants opinions from administrators in regards to purchasing these vehicles. Mayor states in the last audit ended up with 2.4 billion dollars more than what anticipated. Mayor spoke to Mr. Paul, and considering a colesium in Del Rio for rodeos, wrestling matches, stating it would be an indoor facility. Vehicles will be brought up again in Regular Council meeting on June 27th.

f. HOT Fund Application -Casa De La Cultura

Lupita De La Paz, Director stated submitted an application for Noche Musicales, Summer Concert. Has asked for radio, publications, printing material, on-line promotions. Requesting \$3,600 for all of these items.

Motion: Mike Wrob

2nd: Councilman Rowland Garza

Vote 6-0

**8 ESTABLISH NEXT MEETING**

Next meeting will be Tuesday, June 27, 2017

**9 ADJOURNMENT**

Mayor Garza adjourned the meeting at 6:33pm.



Biatris (Susie) Vela  
Deputy City Secretary

**CITY OF DEL RIO  
HOTEL OCCUPANCY TAX COMMITTEE  
COUNCIL CHAMBERS - CITY HALL  
109 WEST BROADWAY  
JUNE 27, 2017 - 5:15 p.m.**

1 CALL TO ORDER

Mayor Robert Garza called the meeting to order at 5:22p.m

2 ROLL CALL

Mayor Robert Garza  
Vice Chairperson Leno Hernandez  
Councilperson Rowland Garza  
Committee Member Blanca Larson  
Committee Member Tommy Zapata  
Committee Member Roberto Fernandez (New)  
Committee Member Polo Del Rio

Absent:

Committee Member Skip Baker  
Committee Member Otila Gonzalez  
Committee Member Mike Wrob  
Committee Member Blanca Larson

A quorum was declared

3 INVOCATION

Councilman Rowland Garza

4 PLEDGE OF ALLEGIANCE

All that were present made pledge of allegiance

Others present: Lupita De La Paz, Susie Vela, Orlando Castillo, Vicky Fuente,

5 **OTHER BUSINESS  
(ACTION MAY BE TAKEN ON THESE MATTERS)**

- a. Possible Expenditures of Hotel Occupancy Tax Fund Reserves -Texas Hotel and Lodging Association

Leno Hernandez stated this has been discussed three times before and the amount that is being requested for the Texas Hotel and Lodging Association is \$6,600. Mr. Fernandez asked Mr. Polo Del Rio what he thought about this. Mr. Del Rio stated that it is necessary and it is good for the Council and if there are any questions, if they have any questions on hotels, legal problems they will give them an answer. Leno stated also that they have seminars and it is a good opportunity as they have a new leadership every year and good for them to use their HOT TAX dollars. Councilman Rowland Garza also stated that for that amount there is more participation in use. Can ask other organizations willing to pay percentage of the fee and build into their budgets every year. Mayor stated that the Del Rio Chambers said cut out in their reduction in funding. Mr. Tommy Zapata, Holiday Express stated they pay their monthly fees and are members since they opened the Hotel and members of the association. Mr. Roberto Fernandez stated it is appropriate to help the Hotel industry for this amount.

Motion: Mr. Roberto Fernandez 2nd: Mr. Polo Del Rio Vote 6-0

b. Hotel Occupancy Tax Fund Application-Texas Parks and Wildlife-Nora Padilla

Ms. Nora Padilla, Texas Parks and Wildlife, Park Interpreter and applied for HOT TAX Funds in the amount of \$6,000 to promote tourism to Del Rio and Outreach at Public events. Also wants promotional supplies for displaying pictures and videos of Devil's River SNA-Del Norte for the public to view and will be displayed at local hotels. She wants for the City of Del Rio to provide transportation services to Devil River. Councilman Garza asked who does their designs on materials. She stated that they have a media and already has material and have local vendors that the money would stay here in Del Rio. He also asked if they made trips out of town and she stated the Chamber of Commerce helps with some funds. This will be new material that she will purchase. Mayor asked about the passports. She stated that a passport would be offered to visitors at different locations and each site would have a special stamp created for each location to be stamped and signed by staff upon visiting the site. Leno Hernandez asked if she had any quotes for the amount requested and Ms. Padilla stated that this is the first time she had done this application for this estimate. This will also be used in Mexico. He is asking for a breakdown of costs for the amount and made a motion to approve amount. She will e-mail the breakdown for the Council's review and a post-event report also.

Motion: Leno Hernandez 2nd: Rowland Garza Vote 6-0

c. Discuss and Act on Possible Expenditures of Hotel Occupancy Tax Fund Reserves-Transit Vehicles

Leno Hernandez stated this is continuation as this has been on-going and wanted Lupita De La Paz from Casa de La Cultura to make presentation. She stated that it would be good for when they have their Musicales. People that are at hotels, these vans could be used to come to the Cultura. She stated this was done awhile back and members asked when. It was done when the trolleys were in Del Rio back in 1998. Lupita stated they could help in anyway to help out with the transportation.

6

**INFORMATIONAL ITEMS**

a. Discuss and Possible Action on Request for Proposal for Marketing Services

Leno Hernandez asked Mario Garcia, Purchasing Director, in regards to the proposal, Mr. Garcia stated a request for qualifications, an image, what you want done and then and what they have and then the picture that they want. If you want a proposal, all you are asking for is a picture and more like a bid. He stated that they need more like qualifications which give you more leadway and may be more costly, more restricted, but more selection of a professional agency that would be more comfortable with. He stated again that it would be best to request qualifications. Mr. Fernandez agreed with Mr. Garcia. Members continued to discuss the issues. Leno asked what was needed to develop this. Mr. Garcia stated one page for qualifications. Mayor asked to recommend to Council that do a request for qualifications.

Motion: Rowland Garza 2nd: Leno Hernandez

Vote 6-0

7

**ESTABLISH NEXT MEETING**

Meeting is set for July 18, 2017 @ 5:15pm

8

**ADJOURNMENT**

Mayor adjourned meeting at 5:56pm



Biatrix (Susie) Vela  
Deputy City Secretary



**HOT Funding Committee**

**5.a.**

**Meeting Date:** 07/18/2017

---

**Subject**

Discuss and Possible Action on Hiring Staff to Promote Air Service

---

**Attachments**

*No file(s) attached.*

---

**HOT Funding Committee**

**5.b.**

**Meeting Date:** 07/18/2017

---

**Subject**

Hotel Occupancy Tax Fund Financial Reports for June, Fiscal Year 2016-2017

---

**Attachments**

*No file(s) attached.*

---

**HOT Funding Committee**

**5.c.**

**Meeting Date:** 07/18/2017

---

**Subject**

Update on Hotel Occupancy Tax Fund Committee Board membership including term limits and membership vacancies.

---

**Attachments**

HOTFC\_MBR

---

## Hotel Occupancy Tax Fund Committee Members

Committee was Ordained Oct 1, 2015, Chapter 7, O:2015-070

|    | <i>Name</i>              | <i>Position</i> | <i>Representing</i> | <i>Appointed</i> | <i>Term Date</i> | <i>Comments</i>       |
|----|--------------------------|-----------------|---------------------|------------------|------------------|-----------------------|
| 1  | Mayor Robert Garza       | Chairman        | City Council        | 1/13/2015        | 1/13/2017        |                       |
| 2  | Councilman Rowland Garza | Board Member    | City Council        | 1/13/2015        | 1/13/2017        |                       |
| 3  | Donna Langford           | Board Member    | DRCC                | 1/13/2015        | n/a              | Did not complete term |
| 4  | Shanalea Taylor          | Board Member    | DRCC                | 1/13/2015        | n/a              | Did not complete term |
| 5  | Otila Gonzales           | Board Member    | DRHCC               | 1/13/2015        | 1/13/2017        |                       |
| 6  | Carmen Gutierrez         | Board Member    | DRHCC               | 1/13/2015        | 1/13/2017        | Did not complete term |
| 7  | Polo Del Rio             | Board Member    | Hotel               | 1/13/2015        | 1/13/2017        |                       |
| 8  | Leno Hernandez           | Board Member    | Citizen             | 1/13/2015        | 1/13/2017        |                       |
| 9  | Tommy Zapata             | Board Member    | Hotel               | 5/21/2015        | 5/21/2017        |                       |
| 10 | Skip Baker               | Board Member    | Citizen             | 5/21/2015        | 5/21/2017        |                       |
| 11 | VACANT                   | Board Member    | Citizen             |                  |                  |                       |
| 12 | Linda Henderson          | Board Member    | DRCC                | 9/1/2015         | n/a              | Filled in For Donna L |
| 13 | Anthony Kusenberger      | Board Member    | DRCC                |                  | n/a              | Did not complete term |
| 14 | Blanca Larson            | Board Member    | DRCC                | 5/24/2016        | 5/24/2018        |                       |
| 15 | Mike Wrob                | Board Member    | DRCC                | 5/24/2016        | 5/24/2018        |                       |
| 16 | Bobby Fernandez          | Board Member    | DRHCC               | 3/28/2017        | 3/28/2019        |                       |

**HOT Funding Committee**

**5.d.**

**Meeting Date:** 07/18/2017

**Submitted By:** Leno Hernandez, Paul Poag Theatre Mgr, COMMUNITY SERVICE

---

**SUBJECT:**

Hotel Occupancy Tax Fund Application - St Joseph's Holy Smoke BBQ Cook-Off, James Wainer

**SUMMARY:**

HOT Fund application in the amount of \$10,000 for the Holy Smoke BBQ Cook Off.

**BACKGROUND:**

This event serves as a fundraiser to assist underprivileged children to enroll in Sacred Heart Catholic School.

**DISCUSSION:**

Discuss for Recommendation

**PROS:**

TBD

**CONS:**

TBD

**RECOMMENDATION:**

TBD

---

**Fiscal Impact**

**FISCAL IMPACT:**

Amount Requested is \$10,000.

---

**Attachments**

HOT\_HSBBQ\_2017

---

# CITY OF DEL RIO

## Hotel Occupancy Tax (HOT) Funds

By ordinance, the City of Del Rio approves a local hotel occupancy tax with portions of the fund to be dedicated to support convention and tourism centers, promotional and tourist advertising of the City, promotion of the arts, historical preservation and program support for events and activities that attract tourists to the City of Del Rio.

### I. Use of HOT Funds

*Municipal hotel occupancy taxes are primarily governed by Chapter 351 of the Texas Tax Code. The HOT funds are generated as a result of a person paying for the use or possession, or for the right to the use or possession, of a room in a hotel, motel or bed and breakfast, with a cost of \$2 or more each day, that is ordinarily used for sleeping, not on a permanent basis.*

There is a **two-part test** for every expenditure of local Hotel Occupancy Taxes.

**Criteria # 1** Every expenditure must DIRECTLY enhance and promote tourism AND the convention and hotel industry.

**Criteria # 2** Every expenditure MUST clearly fit into one of nine statutorily provided categories.

The nine categories for expenditure of the hotel occupancy tax are as follows:

1. Funding the establishment, improvement or maintenance of a convention center or visitor information center.
2. Paying the administrative costs for facilitating convention registration.
3. Paying for advertising, solicitations and promotions that attract tourists and convention delegates to the city or its vicinity. (1/7 of total funds must be spent on advertising and promoting the city and its vicinity to attract tourist and hotel/convention activity)
4. Expenditures that promote 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. Funding historical restoration or preservation programs. This funding may be used in primarily two ways. First, to enhance historical restoration and preservation projects. Second, for activities or advertising and conducting solicitations and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums. Either of those uses must be for activities, programs or events that are likely to attract tourists and hotel guests.

6. Funding certain expenses, including promotional expenses, directly related to a sporting event within counties with a population of under 1 million. This sporting event must include mostly participants from out of town.
7. Funding the enhancement or upgrading of existing sports facilities or sports fields for certain municipalities. (THIS DOES NOT APPLY TO DEL RIO).
8. Funding transportation systems for tourists.
9. Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality.

## **II. Review Process**

The Del Rio City Council approved the Hotel Occupancy Tax (HOT) Fund Committee to be a permanent board, for the main purpose of providing HOT fund recommendations to the City Council.

The HOT Fund Committee reviews acceptable applications from individuals, groups and organizations applying for HOT funding. An acceptable application is one that is complete and meets the deadline requirements.

Each group, with an acceptable application, will be scheduled for a date and time to present their request to the Committee. At the presentation, the Committee may ask questions and seek clarification. A formal presentation is encouraged, however it is not required.

After presentations are made, the Committee will make initial funding recommendations. Notification of the initial funding recommendations will be emailed to all applicants. Funding recommendations may be less than the amount requested.

Applicants will be notified by email of the Committee's final recommendations. The City Council will receive formal recommendations by the HOT Fund Committee Chairperson, at a regularly scheduled Council meeting, and will make the final decision on the allocation of funds.

After Council approval, the hotel tax funds may be dispersed either by directly paying the vendor, or by reimbursing the organization for any approved expenses, or otherwise as determined by the City Council and/or the City Manager.

Any organization that owes tax dollars to the City of Del Rio will not receive funds until their debt is paid.

# Hotel Occupancy Tax Fund Application

## I. Submitting an Application

Application forms will be available online at [www.cityofdelrio.com](http://www.cityofdelrio.com). After clicking on the City website, go to *Business, Hotel Occupancy Tax Application*. Applicants must submit a completed application and provide required documentation. Completed applications will be accepted online.

Email is the preferred method of receiving the application and required documents, however applications will also be accepted at City Hall, City Secretary Office, 109 West Broadway, Del Rio, TX 78840.

Multiple applications from a group will be accepted. Each event/program must have a separate application. Additional supporting materials may be brought to the HOT presentation.

Notification of dates and times of presentations, appeals or any changes that may occur, will be made by email and/or phone. Applicants are responsible for providing email addresses / phone numbers that will allow them to be contacted expediently.

## II. Organization Information

Legal name of Organization requesting funds: *ST. Joseph's Holy Smoke BBQ cookoff*  
Organization Mailing Address: *5K Kids Q*  
*510 WERNETT, Del RIO TX 78840*  
Primary E-Mail: *jgwain67@gmail.com*  
Phone #: *703-424-6079*  
Name of Primary Contact: *James (Jim) Wainen*  
Title of Primary Contact: *MINISTRY leader; EVENT COORDINATOR*  
Primary Contact # (If different from above):  
Mailing Address of Primary Contact (If different from above):  
*PO Box 420606 Del Rio, TX 78842*  
E-Mail (If different from above):  
Phone # (If different from above):



### III. Organization Type

This Organization Is: Private  Non-Profit/Tax Exempt  Other

Tax ID# 53-0196617

Type of Organization (IRS Code):

What is the Mission of your Organization?

Catholic Church  
Holy Smoke is to raise funds to enroll underprivileged children  
Year Organization was established: 2016 in Sacred Heart School

Number of full time staff: 0

Number of part time staff: 0

Number of volunteers: 100

### IV. Required Information to be submitted with Application

- Budget for the proposed event/program, including ALL revenue sources and expenditures 0 - Budget is based on donations
- Organization financial statements from previous two years
- Articles of Incorporation
- By-laws
- Board Members - names and titles

### V. Name of Event/Program

Purpose of the Event/Program Holy Smoke is to raise funds to enroll underprivileged children in Sacred Heart school.

### VI. Previous HOT Funding

Has the Organization previously received HOT funding from the City of Del Rio?

Yes or No  No

If Yes, what year(s) and for what purpose?

### VII. Previous Events/Programs Organized

Provide a list of major events/programs that this Organization or Applicant has organized and/or hosted. Additional information such as schedules, financial statements, articles or other relevant information regarding these events/programs may be provided during the Board presentation.

1st Annual Holy Smoke BBQ cook off: 5K  
September 2016.  
Net: 15,000 Gross Raised \$17,000

### VIII. Request Details

Amount Request:

Does this Event/Program meet Criteria #1?  Yes or No  
*Every expenditure must DIRECTLY enhance and promote tourism AND the convention and hotel industry.*

Is this request for an Event?  Yes or No  
*If you answered NO, please continue on to Section IX.*

Has this Event been held previously?  Yes or No.

If Yes, please complete the following:

Date(s): September 23; 24, 2016

Location of Event: Val Verde Co. fairgrounds

No. of Participants; how Verified? 5,000 counter at gate

No. of Del Rio hotel rooms used; how verified? 25

Approximate No. of Attendees: 2,000+

Will this be a ticketed event? Yes or  No

Price of ticket/ admission/ entry fee \$

How many participants do you expect? 500

Description of participants / teams:

*(Geographic or qualifying information, by invitation only, sports teams, etc.)*

BBQ teams, 5K runners, Kids Q, Kick ball Tournament  
 & Cornhole tournaments. Sanctioned by IBCA

### IX. Criteria #2 of qualifying HOT fund expenditures.

Please fill out or provide separately.

| Expense Item                 | Requested Amount | Criteria #2 Category/ Explain |
|------------------------------|------------------|-------------------------------|
| 1. Posters/Flyers<br>Banners | \$3,000.00       | 3                             |
| 2. T-shirts                  | \$1,000.00       | 3                             |
| 3. Greg Alan<br>Band         | \$3,000.00       | 4                             |
| 4. Cookoff                   | \$1,000.00       | 6                             |
| 5. Kickball, 5K<br>Cornhole  | \$1,000.00       | 6                             |
| 6. Signs/flyers<br>Posters   | \$1,000.00       | 9                             |

## X. Direct Hotel Occupancy Tax Fund Impact

How will this event/program generate overnight stays in Del Rio lodging?

*Participants will come from outside of Del Rio as  
this event will be advertised throughout Texas*

Will there be a host Hotel(s) associated with your request?  Yes or No

If Yes, please complete the following:

Name of Hotel(s):

Hotel Rate:

Approximate No. of Rooms used?

## XI. Marketing & Media Coverage

Please be prepared to describe the marketing plan for this project. Include information on print ads, radio, television, distribution of posters, brochures, flyers, etc. Samples may be brought to the presentation but are not required with the application. If funds are awarded by the HOT fund committee, organization must use preapproved collateral provided at <http://www.cityofdelrio.com/657/Hotel-Occupancy-Tax-Application> (logos & approved text)

## XII. Comments

## XIII. Post Event/Program Report

A Post Event/Program Report is required to be submitted within 60 days of completion of the event/program. The completed post event/program report may be emailed to [hotfunds@cityofdelrio.com](mailto:hotfunds@cityofdelrio.com), [alevrie@cityofdelrio.com](mailto:alevrie@cityofdelrio.com) or delivered to the City of Del Rio, 109 West Broadway, Del Rio, Texas, 78840. In addition, an organization representative must present a post event report to the Hotel Occupancy Tax Fund Committee at a meeting date once funding is complete. Failure to submit a Post Event/Program report could affect future funding recommendations for HOT funds.

## XIV. Acknowledgement

***I understand the Texas State limitations placed on use of Hotel Occupancy Tax funds and certify that the requested funds will be used only for purposes described in this application or as approved by the Del Rio City Council. I understand the use of HOT funds is subject to audit and any misuse of funds could prevent any future consideration for assistance. Additionally, the Del Rio City Council reserves the right to impose civil/ criminal penalties on any abuse of funds.***

Name James G. Wainen JW Date 07/13/2017  
Title Ministry leader/Event Coordinator