

Old Town Spring Improvement District



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Minutes of the Regular Monthly Meeting Of Old Town Spring Improvement District Board of Directors

ESTABLISH QUORUM AND CALL MEETING TO ORDER

The Board of Directors of the Old Town Spring Improvement District (OTSID) held a regular meeting, open to the public, on **Tuesday the 13th of August** at 9:00 am at 427 Gentry St, Spring, TX 77373, inside the boundaries of the District. The roll was called of the duly appointed/elected members of the Board, to-wit:

Seth Sanders	Position 1-President
Noel Eckberg	Position 2-Director
Dannette Mostyn	Position 3-Vice President
Kelly Speer	Position 4-Treasurer
Mike Rogers	Position 5-Secretary

All of the above Board members except Noel Eckberg were present. Also present were Kent Clingerman, Alvin McKnight, Ursula Sledge, Lana Williams, Louis Shocket, Clarence Williams and Adam Tabak.

1. CALL MEETING TO ORDER

The meeting was called to order at 9:00 am.

2. TO RECEIVE PUBLIC COMMENT

Alvin McKnight commented the Masons will hold their annual car show on October 5th. Ursula Sledge commented the Spring Preservation League had a Home for the Holidays discussion meeting.

3. TO APPROVE MINUTES FROM PREVIOUS MEETING(S)

A motion was made by Kelly Speer to approve the minutes from the July 9 board meeting. The motion was seconded by Mike Rogers. The motion carried.

4. TO PAY THE DISTRICT'S BILLS

A motion was made by Kelly Speer to approve payment of the District's bills. The motion was seconded by Mike Rogers. The motion carried. (SEE ATTACHMENT #1)

5. TO RECEIVE THE BOOKKEEPER'S REPORT

Kelly Speer presented the Bookkeeper's report. A motion was made by Kelly Speer to approve the Bookkeeper's report. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #2)

6. TO REVIEW AND APPROVE THE DISTRICT'S 2019 INVESTMENT POLICY

No action.

7. TO RECEIVE THE INVESTMENT OFFICER'S REPORT

Kelly Speer presented the Investment Officer's report. A motion was made by Kelly Speer to approve the Investment Officer's report. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #3)

8. TO REVIEW AND APPROVE THE DISTRICT'S 2018-2019 AUDIT

The annual audit of the District was presented to the Board by Louis Shocket from Breedlove & Co. The auditor gave an unmodified opinion and stated that the District's financial records met the applicable standard. He summarized the report, and stated the District's assets exceeded liabilities by \$510,347.00, despite a decrease of \$100,000 from the previous fiscal year. A motion was made by Kelly Speer to accept the 2018-2019 audit report. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #4)

9. TO REVIEW AND APPROVE EXPENDITURES RELATED TO THE DISTRICT'S 2019 HOME FOR THE HOLIDAYS FESTIVAL

A motion was made by Mike Rogers to add \$1,500 to the Home for the Holidays entertainment budget. The motion was seconded by Dannette Mostyn. The motion carried.

10. TO APPROVE REPAIRS REQUIRED BY THE DISTRICT'S FACILITIES, BUILDINGS AND EQUIPMENT

No action.

11. TO REVIEW, DISCUSS AND TAKE ACTION ON THE LEASE OR RENTAL OF TEMPORARY RESTROOM FACILITIES FOR THE DISTRICT

A motion was made by Kelly Speer to budget \$30,000 for temporary restroom facilities. The motion was seconded by Dannette Mostyn. The motion carried.

12. TO REVIEW, DISCUSS AND TAKE ACTION ON THE DEVELOPMENT OF A DISTRICT RECYCLING PROGRAM

Dannette Mostyn suggested placing a receptacle by the dumpster for recyclables, and stated she is waiting for a quote from a waste company. No action.

13. TO REVIEW AND APPROVE THE PURCHASE OF VEHICLES AND EQUIPMENT FOR THE DISTRICT AND THE FINANCING OF THE PURCHASES

No action.

14. TO APPROVE BEAUTIFICATION PROJECTS WITHIN THE DISTRICT

No action.

15. TO ENGAGE A MARKETING CONSULTANT FOR THE DISTRICT.

No action.

16. TO REVIEW AND APPROVE MARKETING EXPENDITURES FOR THE DISTRICT, INCLUDING THE PURCHASE OF RADIO, TV, PRINT, ONLINE AND SOCIAL MEDIA ADVERTISING

A motion was made by Mike Rogers to budget \$25,000 for Home for the Holidays advertising. The motion was seconded by Dannette Mostyn. The motion carried.

17. TO DISCUSS THE ACQUISITION OF REAL PROPERTY FROM HARRIS COUNTY FOR CONSTRUCTION OF A NEW RESTROOM FACILITY ON MAIN STREET

No action.

18. TO REVIEW AND APPROVE THE DESIGN AND CONSTRUCTION OF A RESTROOM FACILITY ON MAIN STREET

No action.

19. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE SOLICITATION OF CONTRACTORS FOR THE CONSTRUCTION OF NEW RESTROOM FACILITIES

No action.

20. TO REVIEW, DISCUSS AND TAKE ACTION ON PAYMENT AND FINANCING OPTIONS FOR THE CONSTRUCTION OF NEW RESTROOM FACILITIES

No action.

21. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL REGARDING PENDING OR CONTEMPLATED LITIGATION, SETTLEMENT OFFERS OR ON MATTERS WHICH REQUIRE CONFIDENTIALITY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS

The Board convened into Executive Session at 10 am.

The Board resumed into regular session at 10:08 am.

No action.

22. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REGARDING REAL ESTATE MATTERS

23. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.074 TO DISCUSS PERSONNEL MATTERS

24. TO DISCUSS ANY ITEMS TO BE PLACED ON THE AGENDA FOR SUBSEQUENT MEETINGS

25. ADJOURNMENT

The meeting was adjourned at 10:10 am.

(SEAL)

Mike Rogers, Secretary

Prepared by Elisabeth Meehan
OTSID Office Administrator

ATTACHMENTS:

1. July 2019 Checks list
2. August 2019 Bookkeeper's report
3. August 2019 Investment Officer's report
4. 2018-2019 Audit report draft