

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, August 11th at 10 am** at the Hochzeit Hall 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 Sue Mallott, Alvin McKnight, Lana Williams, Elisabeth Meehan, Adam Tabak and Clarence Williams.

1. CALL TO ORDER

The meeting was called to order at 10:00 am.

2. ROLL CALL AND ESTABLISH A QUORUM

Quorum was established.

3. TO RECEIVE PUBLIC COMMENT

Alvin McKnight commented regarding lamp posts and said lodge members are willing to provide labor for the new lamp posts.

Sue Mallott commented to say the historical society members are discussing the reopening schedule for the Spring Historical Museum.

4. REVIEW AND TAKE ACTION ON MATTERS RELATING TO CALLING AN ELECTION TO BE HELD ON NOVEMBER 3, 2020:

A motion was made by Kelly Speer to adopt and execute a joint election agreement with Harris County. The motion was seconded by Mike Rogers. The motion carried.

a. APPROVE AN ORDER CALLING FOR AN ELECTION UNDER TEXAS HEALTH AND SAFETY CODE SECTION 775.0345;

b. TO REVIEW AND TAKE ACTION TO HOLD AN ELECTION JOINTLY WITH ONE OR MORE OTHER POLITICAL SUBDIVISIONS;

c. TO REVIEW AND TAKE ACTION TO CONTRACT WITH COUNTY ELECTIONS OFFICE FOR ELECTION SERVICES;

- d. ORDER APPROVING AND APPOINTING AN AGENT FOR THE ELECTION;
- e. ORDER APPOINTING AN EARLY VOTING CLERK AND DEPUTY EARLY VOTING CLERK;
- f. ORDER ESTABLISHING AND DESIGNATING ELECTION PRECINCTS AND POLLING PLACES;
- g. ORDER ESTABLISHING AND DESIGNATING EARLY VOTING POLLING PLACES;
- h. ORDER ADOPTING FORM OF NOTICE OF DISTRICT ELECTION;
- i. TO CONSIDER AND TAKE ACTION ON SUCH OTHER ORDERS, RESOLUTIONS AND RELATED MATTERS AS REQUIRED OR APPROPRIATE TO CALL FOR THE DISTRICT ELECTION.

5. TO APPROVE MINUTES FROM PREVIOUS MEETING(S)

A motion was made by Kelly Speer to accept the minutes of the July meeting as presented. The motion was seconded by Dannette Mostyn. The motion carried.

6. TO PAY THE DISTRICT'S BILLS

Mike Rogers submitted paperwork in the amount of \$199.99 for reimbursement for one solar light. A motion was made by Kelly Speer to approve the District's bills. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #1)

7. TO RECEIVE THE BOOKKEEPER'S REPORT

Kelly Speer stated the July revenue is \$20,383.72 and the amount is down from the previous year. Kelly Speer stated the total in Wells Fargo is \$32,799.17. A motion was made by Kelly Speer to accept the Bookkeeper's report as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #2)

8. TO RECEIVE THE INVESTMENT OFFICER'S REPORT

Kelly Speer stated the July interest was \$37.22 and the amount in TexPool is \$210,625.56. A motion was made by Kelly Speer to accept the Investment officer's report as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #3)

10. TO REVIEW AND DISCUSS THE DISTRICT'S SIGNAGE

No action.

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

Seth Sanders stated he has not received an update on the grinder pump for the Main St restroom. A motion was made by Mike Rogers to buy a pump for \$1,400 if there is no under warranty pump available. The motion was seconded by Dannette Mostyn. The motion carried.

12. TO DISCUSS BEAUTIFICATION PROJECTS WITHIN THE DISTRICT

No action.

13. TO REVIEW, DISCUSS AND TAKE ACTION ON MARKETING AND ADVERTISING FOR THE DISTRICT

Seth Sanders asked the Board to discuss advertising for Home for the Holidays and stated the prior amount for advertising was \$65,000 for ads through late September to early December. Mike Rogers asked about entertainment being scaled back due to school closures. Seth Sanders stated he didn't want to scale advertising back. Kelly Speer stated the importance of the District promoting Old Town Spring. A motion was made by Kelly Speer to budget \$65,000 for Home for the Holidays advertising. The motion was seconded by Dannette Mostyn. The motion carried.

14. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING LIGHTING AND LAMPPOSTS WITHIN THE DISTRICT

The Board members discussed the test lighting of one solar light near Puffabelly's. Kelly Speer stated she would view the lighting after hours to see how much light is given off. Seth Sanders stated more testing is needed and said more expensive lights might cost \$100 more than the current solar lamp purchased. No action.

15. TO REVIEW AND APPROVE EXPENDITURES RELATED TO FALL EVENTS, INCLUDING SAFETY FEST

Seth Sanders asked the Board to discuss expenditures for the upcoming Home for the Holidays. Mike Rogers stated the Board budgeted \$30,000 in 2019 and came in under budget. Mike Rogers suggested this year's budget be closer to the amount actually spent in 2019. Dannette Mostyn asked if carriage rides will be feasible. A motion was made by Mike Rogers to continue the District's funding of Home for the Holidays expenditures with a budget of \$25,000. The motion was seconded by Dannette Mostyn. The motion carried.

16. EXECUTIVE SESSION, PURSUANT TO GOVERNMENT CODE §551.072, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY
The Board went into Executive Session at 10:29 am.

The Board resumed into Regular Session at 10:45 am.

17. 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

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

19. TO REVIEW, DISCUSS AND TAKE ACTION ON DISTRICT PERSONNEL MATTERS INCLUDING COMPENSATION, RETENTION, AND HIRING OR TERMINATION OF DISTRICT EMPLOYEES

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

21. ADJOURNMENT.

The Board meeting was adjourned at 10:47 am.

(SEAL)

Mike Rogers, Secretary

Prepared by Elisabeth Meehan
OTSID Office Administrator

ATTACHMENTS:

1. July 2020 Checks list
2. August 2020 Bookkeeper's report
3. August 2020 Investment Officer's report