

Old Town Spring Improvement District



P.O. Box 1952 * Spring, Texas 77383 * (281) 288-8177 * oldtownspringshopping.com * otsid606@otsid.org

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

The Board of Directors of the Old Town Spring Improvement District (OTSID) held a regular meeting, open to the public, on Tuesday, August 18, 2026, at 10:00 am at 26501 Border St. Immanuel Church of Spring inside the boundaries of the District. The roll was called off the duly appointed/elected members of the Board, to wit:

Jonathan Grant	Position 1 – Secretary
Cristy Wernick	Position 2 - Director
Casey Kosh	Position 3 - Director
Anne Morrow	Position 4 – Treasurer
James Sharp	Position 5 – President

All Board Members were present.

A Quorum was established.

Also attending:

Arlecia Thomas – Admin OTSID	Craig Hlavaty – Public Content
Sue Mallott – Museum President	Vance Fellers – Visitor’s Guide
Krystine Ramon – Legal	Thomas Velez – Legal
Dannette Mostyn – Business Owner	Marisela Jimenez – EDP
Kristen Shaw – Business Owner	Ursula Sledge – Business Owner
Russell Kalovsek – Harper & Grayson	Serena Strah – Business Owner
Denise Walker – Business Owner	Connie Oullette – Business Owner
Matt Potter – Business Owner	Paige Lemm – Precinct 3
Rev Phil Brown – Pastor	

1. Call to Order.

President James Sharp called the meeting to order at 10:00am.

2. To receive public comments.

Sue Mallott, President of the Museum, announced that on October 8, 2026, the museum will have a fundraiser. There will be a silent auction, raffle tickets and drinks to purchase. The first drink will be free. Everyone that comes will get something to remember the museum. The museum would like OTS businesses and residents to donate items or services for the auction and start purchasing raffle tickets (September 1, 2026) for \$20.

3. To Receive a presentation from City Place.

Craig Hlvavaty, Senior Account Manager for Public Content and P.R. manager for City Place presented a plan for City Place to partner with OTS. City Place has 3 hotels and over 18K followers on Instagram. OTS has daytime activities: museum, shopping and eating. The plan is for travelers to spend the day at OTS and the nights at City Place. City Place will provide shuttle services from their hotels to OTS. City Place has activities on their website at www.cityplacenow.com.

A motion was made by Director Anne Morrow and seconded by Director Cristy Wernick for OTS to partner with City Place. The motion was unanimously approved as presented.

4. To receive, discuss and approve minutes from prior meeting(s) – July 21, 2026.

A motion was made by Director James Sharp and seconded by Director Anne Morrow to approve the minutes for July 21, 2026. The motion was unanimously approved as presented.

5. To receive, discuss and approve payment of the District's bills for July.

A motion was made by Director Anne Morrow and seconded by Director Cristy Wernick to approve the bills for July. The motion was unanimously approved as presented.

A resolution was made by the Board to make Jon Grant a 3rd signer. A motion was made by Director Anne Morrow and seconded by Director Cristy Wernick to approve the resolution as presented. The motion was unanimously approved as presented.

6. To receive, discuss and take action to approve the August Bookkeeper's Report for July, including sales tax payment details.

Director Anne Morrow reported that the District received \$30,023.07, a decrease of \$9,250.12 from last year. Out of the money received from the Texas Comptroller's office, \$2,032.91 was from collections from a prior period, \$1,147.05 was from audit collections. This leaves the current sales tax payment for the month to be \$26,075.39.

A motion was made by Director Anne Morrow and seconded by Director Cristy Wernick to approve the Bookkeeper's Report. The motion was unanimously approved as presented.

7. To receive, discuss and approve the August Investment Officer's Report for July.

Director Anne Morrow reported that the TexPool Investment account had \$177,258.69 at the beginning of the month with \$547.57 interest earned.

A motion was made by Director Anne Morrow and seconded by Cristy Wernick to approve the Investment Officer's Report. The motion was unanimously approved as presented.

8. To receive and discuss the Visitors Bureau Report (Quarterly Only).

No action taken.

9. To receive and discuss the Visitor's Center Report and take any necessary actions.

Director Casey Kosh presented County approval on moving the Visitor's Center.
No action was taken.

10. To receive and discuss the updates on the results of the advertising campaigns.

Russell Kalousek from Harper & Grayson reported that during the month of July Facebook had 92K views, 35K engagements, and 180 Instagram followers. The demographics were as follows: 60% of the viewers were women between the age of 45-54.

Director Casey Kosh asked if OTSID owns the website domain and if they are managing OTS website. Director Casey Kosh suggested that the website has a total makeover to bring it up to date. Director Anne Morrow responded that OTSID does own the website.

Russell Kalousek stated that they can make small changes to the website, if Harper & Grayson manages it, they can take our website to the next level. Currently they only manage our social media. For an additional \$399 a month they can maintain our website, whatever OTS decides to do, included with the \$399 a month: make sure forms on the website stay updated and add and maintain an event page to our current website. Instead of reinventing the wheel, they can gradually make changes to our current website. It all depends on what the Board approves. But there will be additional costs associated with these changes.

11. To review, discuss and approve repairs and purchases required by the District's facilities, buildings, and equipment.

A motion was made by Director James Sharp and seconded by Director Anne Morrow to amend the amount to trim the trees from \$1,200 up to \$1,700. And to purchase a shed. The motion was unanimously approved as presented.

12. To review, discuss and take action on beautification projects within the District.

Director Casey Kosh announced that the Precinct is going to proceed with the round about around the museum. Director Anne Morrow stated that whatever happens has to be done after the holidays.

Director Casey Kosh announced that the "Business Exhibit Festival" hosted by Dr Marisela Jimenez on September 26, 2026, will require no funding or liability for OTS.

No action was taken.

13. To review, discuss and take action on lampposts, including repairs.

No action was taken.

14. To receive a report from Harris County Commissioner Precinct 3's office.

Paige Lemm, Community Outreach representative from HC Precinct 3, announced that they work on parks, poles and potholes for our community. There are 73 parts in Precinct 4 alone. Please check out their website for community events and services. www.pct3.com

No action was taken.

15. To review, discuss and take action to renew the Employee Practices Liability Insurance for the district.

Director James Sharp made a motion and Director Anne Morrow seconded the motion to renew the Employee Practices Liability Insurance policy for the district. The motion was unanimously approved as presented.

16. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.

The Board did not go into closed session pursuant to Government Code §551.072.

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.

The Board did not go into closed session pursuant to Government Code §551.071.

18. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.

The Board went into closed session pursuant to Government Code §551.074 at 11:00am and came out at 11:56am.

19. To meet in Closed Session pursuant to Government Code §551.089 to deliberate regarding security assessments or deployments relating to information resources technology, network security information, the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

The Board did not go into closed session pursuant to Government Code §551.089.

20. To review, discuss and take action on District personnel matters including compensation, retention, and hiring or termination of District employees.

No action was taken.

21. To review and act on real estate matters, including but not limited to purchase, sale, lease, utilities, encumbrances, easements and other matters related to real property transactions.

No action was taken.

22. To review and discuss any items to be placed on the agenda for the subsequent meetings.

No action was taken.

23. Adjournment.

The meeting was adjourned at 11:58am.

ATTACHMENTS

- 1. August Investment Report**
- 2. August Bookkeeper Report**
- 3. July Check Detail Report**

X

Secretary - Jon Grant

X

Prepared by Arlecia Thomas
OTSID Office Administrator

Old Town Spring Improvement District

PO Box 1952 Spring, Texas 77383 * 606 Spring Cypress Road Spring, Texas 77373 * (281) 288-8177

August 2026

INVESTMENT REPORT

Period:

April 30- 2025, – March 31, 2026

TEXPOOL INVESTMENTS ACCOUNT

<u>Month</u>	<u>Interest</u>	<u>% Rate</u>	<u>Net Value</u>	<u>Balance</u>
June 30, 2025	\$627.60	4.3520%	1.00	\$178,332.41
July 31, 2025	\$653.09	4.3274%	1.00	\$178,985.50
August 31, 2025	\$654.46	4.3096%	1.00	\$179,639.96
September 30, 2025	\$627.77	4.1779%	1.00	\$180,267.73
October 31, 2025	\$634.11	4.0776%	1.00	\$180,901.84
November 30, 2025	\$568.92	4.1459%	1.00	\$172,970.76
December 31, 2025	\$562.25	3.8153%	1.00	\$173,533.01
January 31, 2026	\$546.76	3.6880%	1.00	\$174,079.77
February 28, 2026	\$491.53	3.6916%	1.00	\$174,571.30
March 31, 2026	544.47	3.6836%	1.00	\$175,115.77
April 30, 2026	526.59	3.6662%	1.00	\$175,642.36
May 31, 2026	540.65	3.6241%	1.00	\$176,183.01
June 30, 2026	528.11	3.6492%	1.00	\$176,711.12
July 31, 2026	547.57	3.6888%	1.00	\$177,258.69
August 31, 2026	553.67	3.7004%	1.00	\$177,812.36

The District's Investments are in compliance with the investment strategy as expressed in the Investment Policy and with the relevant provisions of Chapter 2256 of the Texas Government Code and in compliance with generally accepted accounting principles.

(SEAL)

Anne Morrow

Financial Officer

Arlecia Thomas, OTSID Office Administrator
Prepared Report for Financial Officer

Old Town Spring Improvement District

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September BOOKKEEPER REPORT

SALES TAX REVENUE—September 2026 -- \$27,511.71 **Decrease of \$1,092.45**
Total Fiscal Year—2024-2025 -- \$28,604.16
Total Fiscal Year---2023-2024 -- \$22,600.50

SALES TAX REVENUE—August 2026 -- \$30,023.07 **Decrease of \$9,250.12**
Total Fiscal Year—2024-2025 -- \$39,273.19
Total Fiscal Year---2023-2024 -- \$22,553.55

SALES TAX REVENUE—July 2026 -- \$34,265.59 Increase of \$8,239.86
Total Fiscal Year—2024-2025 -- \$26,025.73
Total Fiscal Year---2023-2024 -- \$24,198.11

SALES TAX REVENUE—June 2026 -- \$33,071.09 Increase of \$4,072.88
Total Fiscal Year—2024-2025 -- \$28,998.21
Total Fiscal Year---2023-2024 -- \$40,132.16

SALES TAX REVENUE—May 2026 -- \$31,802.28 Increase of \$1,547.30
Total Fiscal Year—2024-2025 -- \$30,254.98
Total Fiscal Year---2023-2024 -- \$22,511.18

SALES TAX REVENUE—April 2026 --\$23,119.94 **Decrease of \$2,773.72**
Total Fiscal Year—2024-2025 -- \$25,893.66
Total Fiscal Year---2023-2024 -- \$22,511.18

SALES TAX REVENUE—March 2026 --\$25,549.86 Increase of \$3,332.36
Total Fiscal Year—2024-2025 -- \$22,217.50
Total Fiscal Year---2023-2024 -- \$25,625.41

AVERAGE THIS FISCAL YEAR: (6 months) \$29,965.61

The budget for 2026-2027 Fiscal Year is based on expected revenue of \$31,000 per month.

Balance in account at Wells Fargo Bank as of September 1, 2026 -- \$141,293.16

Balance in TexPool Investment Account as of September 1, 2026 -- \$177,812.36

All invoices for the month of July have been paid.

Respectfully submitted,

(SEAL)

Anne Morrow
Financial Officer

Arlecia Thomas
Office Administrator

Old Town Spring Improvement District

Check Detail

August 2026

Type	Name	Account	Paid Amount
Extraordinary	U. S. Postal Service	2 oz stamps	\$ 44.40
Extraordinary	Amazon	PP&E Equipment - Grant \$\$	\$ 243.65
Extraordinary	Amazon	Tablecloths	\$ 31.49
Extraordinary	Amazon	PP&E Equipment - Grant \$\$	\$ 216.90
Extraordinary	Ace Hardware	Toilet Seat	\$ 33.99
Extraordinary	Ace Hardware	Trash bags	\$ 30.57
Extraordinary	Prime ITS, Inc.	QB Update	\$ 37.50
Extraordinary	Home Depot Credit Services	Paint and paint supplies	\$ 428.95
Extraordinary	Scott Craig	Restroom A/C's	\$ 5,202.30
Extraordinary	Eliseo Casares	Tree Trimming	\$ 1,200.00
Extraordinary Total			\$ 7,469.75
Monthly	HEB	Water, gatorade	
Monthly	Wells Fargo Bank	Safety Deposit Box	\$ 0.29
Monthly	Harper Grayson Communications	Social Media	\$ 2,499.00
Monthly	Payroll Liabilities	Payroll Liabilities	\$ 2,397.14
Monthly	AT&T*	Phone/Internet	\$ 171.09
Monthly	everOn/ ADT Commercial	Office Alarm - July	\$ 81.18
Monthly	Nexus Disposal	Trash/Recycling	\$ 233.25
Monthly	NRG Energy	Streetlight Electricity	\$ 1,322.82
Monthly	Texas Water Utilities	Main St RR - Water	\$ 128.36
Monthly	Wex Bank	Fuel - 2 months	\$ 413.91
Monthly	NRG Energy	Office Electricity	\$ 146.50
Monthly	NRG Energy	Restroom electricity	\$ 226.15
Monthly	Intuit Payroll Services	Intuit monthly fee	\$ 22.73
Monthly	NRG Energy	Streetlight Electricity - 2 billing cycles	\$ 1,323.04
Monthly	Texas Water Utilities	Main St RR - Water - September	\$ 109.90
Monthly	Texas Water Utilities	Office Water - August	\$ 124.60
Monthly	AT&T*	Phone/Internet - September	\$ 171.09
Monthly	everOn/ ADT Commercial	Office Alarm - August	\$ 81.18
Monthly	Texas Water Utilities	Office Water - September	\$ 124.60

Old Town Spring Improvement District
Check Detail
August 2026

Monthly	Payroll	Payroll	\$ 3,149.72
Monthly	Coveler & Peeler	Legal Fees	\$ 2,672.50
Monthly	Payroll	Payroll	\$ 3,169.77
Monthly	Prime ITS, Inc.	Maintenance & Updates	\$ 69.00
Monthly	Xtreme Hygiene	Restroom Cleaning	\$ 435.00
Monthly Total			\$ 19,072.82
Petty Cash	Kroger	Coffee, Creamer	\$ 25.58
Petty Cash Total			\$ 25.58
Grand Total			\$ 26,568.15