

## Old Town Spring Improvement District



P.O. Box 1952 \* Spring, Texas 77383 \* (281) 288-8177 \* oldtownspringshopping.com \* cjoinder@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, February 17, 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:

Seth Sanders	Position 1 – President
Dannette Mostyn	Position 3 - Director
Anne Morrow	Position 4 – Treasurer
James Sharp	Position 5 – Secretary

Four Board Members were present.

A Quorum was established.

Also attending:

Arlecia Thomas – Adm OTSID	Dr Marisela Jimenez – Eco Deve Partnerships
Krystine Ramon – Attorney	Kristen Shaw – Owner
Vance Fellers – Visitors Bureau Committee	Alida Gibson Kinkaid – Owner
Mark Kinkaid – Owner	Connie Ouellette – Business Owner
Gloria Williams – Property Owner	Cory Williams – Property Owner
Chris Williams – Property Owner	Suzanne Strah – Business Owner
Rev Phil Brown – Pastor	Denise Walker – Business Owner
Tracee Evans - SFD	

#### **1. Call to Order.**

President Seth Sanders called the meeting to order at 10:01am.

#### **2. To receive public comments.**

Marisela Jimenez with Economic Development Partnerships in Collaboration with Government Agencies invited OTS merchants to a seminar on Friday, February 27, 2026. This seminar is designed to help small businesses network and engage directly with government agencies to expand business growth, review essential resources, explore diversity into new markets and review strategies for long term success for small businesses. Flyers were given to anyone interested in the event.

#### **3. To receive, discuss and approve minutes from prior meeting(s) – January 20, 2026.**

A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the minutes for the January 20, 2026, Board meeting. The motion was unanimously approved as presented.

**4. To receive, discuss and approve payment of the District's bills for January.**

A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the bills for January. The motion was unanimously approved as presented.

**5. To receive, discuss and take action to approve the February Bookkeeper's Report for December, including sales tax payment details.**

Director Anne Morrow reported that the Wells Fargo account had \$131,225.51 at the beginning of the month. She also reported that OTSID received \$41,023.96 from the Texas Comptroller's monthly sales tax allocation. From that money \$6,600 was payment for a previous time period. This amount is a decrease of \$12,183.21 from February 2025. A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the bookkeeper's report. The motion was unanimously approved as presented.

**6. To receive, discuss and approve the February Investment Officer's Report for January.**

Director Anne Morrow reported that the TexPool Investment account had \$174,079.77 at the beginning of the month with \$546.76 interest earned. A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the February 2026 Investment report. The motion was unanimously approved as presented.

**7. To review, discuss and approve Investment Policy.**

The Board discussed keeping the current TexPool Investment account as the district's investment policy. A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve and keep the current investment policy with TexPool Investment. The motion was unanimously approved as presented.

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

No action was taken.

**9. To receive and discuss the Visitor's Center Report.**

Tourism – There is an upcoming tour April 22, 2026. The VBC is continuing to work on developing an excursion for 4 and 5-star hotels in Spring and Woodlands that can be given to their guests or groups to provide them with a way to spend their open or available time opportunities in OTS.

Events – The VBC will be discussing potential events for the year at our meeting this Thursday to start working on.

Local Community Promotion – OTS car window decals are still available. If you attend shows and want Visitors Guides to take to festivals or local businesses contact Vance Fellers. The VBC is continuing to distribute guides to 35 hotels and motels in the Spring/Woodlands area. They are looking to expand that to the airport area also in the near future.

Merchant promotion – OTS Gold Discount Card is scheduled for the 2<sup>nd</sup> and 3<sup>rd</sup> quarter. Participating merchants would get posters to set up in their windows. The merchants are required to give some type of advantage to the shoppers. Each merchant would get a stack of cards to fill out and give away.

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

Director Anne Morrow presented the advertising campaigns for January. The OTS ads most viewed on days were Friday-Sunday. No action was taken.

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

President Seth Sanders gave an update on the gator repairs. A part was ordered and it can be fixed. The district will not replace the gator at this time.

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

No action was taken.

**13. To review, discuss and take action on lamp posts, including repairs.**

No action was taken.

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

No action was taken.

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

The Board chose not to go into closed session to Government Code §551.072 to deliberate regarding real estate matters.

**16. 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 went into closed session at 10:17am and came out at 10:58am.

**17. 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 10:17am and came out at 10:58am.

**18. 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, or the deployment, specific occasions for implementation of security personnel, critical infrastructure, or security devices.**

The Board chose not to go into closed session pursuant to Government code §551.089.

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

No action was taken.

**20. 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 taken.

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

Elect district officers. Approve the 2026-2027 budget. Approve form 1295 for the 2025-2026 audit.

**22. Adjournment.**

The meeting was adjourned at 10:59am.

## **ATTACHMENTS**

- 1. March Investment Report**
- 2. March Bookkeeper Report**
- 3. February Check Detail Report**

**X**

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Secretary - James Sharp

# Old Town Spring Improvement District

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

**March 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>
December 31, 2024	\$673.54	4.4769%	1.00	\$174,544.79
January 31, 2025	\$651.09	4.3913%	1.00	\$175,195.88
February 28, 2025	\$585.36	4.3653%	1.00	\$175,781.24
March 31, 2025	\$647.10	4.3488%	1.00	\$176,428.34
April 30, 2025	\$628.69	4.3545%	1.00	\$177,057.03
May 31, 2025	\$647.78	4.3284%	1.00	\$177,704.81
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

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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## March BOOKKEEPER REPORT

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

SALES TAX REVENUE—February 2026 -- \$41,023.96 Decrease of \$12,183.21  
Total Fiscal Year—2024-2025-- \$53,207.17  
Total Fiscal Year---2023-2024-- \$35,557.44

SALES TAX REVENUE—January 2026-- \$31,591.84 Increase of \$5,009.64  
Total Fiscal Year—2024-2025-- \$26,582.20  
Total Fiscal Year---2023-2024-- \$28,265.38

SALES TAX REVENUE—December 2025-- \$29,725.77 Increase of \$4,495.14  
Total Fiscal Year—2024-2025-- \$25,230.63  
Total Fiscal Year---2023-2024-- \$44,055.94

SALES TAX REVENUE—November 2025-- \$51,580.49 Increase of \$28,204.00  
Total Fiscal Year—2024-2025-- \$23,376.49  
Total Fiscal Year---2023-2024-- \$29,612.42

SALES TAX REVENUE—October 2025--\$23,004.11 Decrease of \$3,199.47  
Total Fiscal Year—2024-2025--\$26,203.58  
Total Fiscal Year---2023-2024--\$28,443.12

SALES TAX REVENUE—September 2025--\$28,604.16 Increase of \$6,003.66  
Total Fiscal Year—2024-2025--\$ \$22,600.50  
Total Fiscal Year---2023-2024--\$ \$21,165.06

AVERAGE THIS FISCAL YEAR: (12 months) \$31,793.83

The budget for 2025-2026 Fiscal Year is based on expected revenue of \$30,000 per month.

Balance in account at Wells Fargo Bank as of March 1, 2026--\$150,854.34

Balance in TexPool Investment Account as of March 1, 2026 -- \$174,571.30

**All invoices except for the water invoices for February 2026 have been paid. Due to water company transition error all invoices were not generated on time.**

Respectfully submitted,

(SEAL)

\_\_\_\_\_  
**Anne Morrow**  
Financial Officer

\_\_\_\_\_  
**Arlecia Thomas**  
Office Administrator

Old Town Spring Improvement District  
Check Detail  
February 2026

Type	Name	Account	Paid Amount
Extraordinary	Amazon	Ink Cartridge	\$ 136.88
Extraordinary	Amazon	Printer Paper	\$ 42.09
Extraordinary	Amazon	Flags	\$ 46.58
Extraordinary	Eliseo Casares	Landscaping	\$ 1,300.00
Extraordinary	Prime ITS, Inc.	Computer Updates	\$ 37.50
<b>Extraordinary Total</b>			<b>\$ 1,563.05</b>
Monthly	Nexus Disposal	Trash	\$ -
Monthly	Wells Fargo	Safety Deposit Box	\$ 0.26
Monthly	Payroll	Payroll Liabilities	\$ 1,987.08
Monthly	EFFECTV	Social Media	\$ 2,780.00
Monthly	Texas Water Utilities	Water RR	\$ 109.90
Monthly	AT&T*	Phone/Internet	\$ 169.58
Monthly	Wex Bank	Fuel	\$ 108.89
Monthly	Intuit	Intuit Monthly Fee	\$ 22.73
Monthly	Hyperchat Social	Social Media	\$ 1,920.00
Monthly	NRG Energy	Electricity	\$ 1,843.83
Monthly	everOn/ ADT Commercial	Office Alarm	\$ 81.18
Monthly	AT&T*	Phone/Internet - March	\$ 169.58
Monthly	Texas Water Utilities	Water RR	\$ 109.90
Monthly	Texas Water Utilities	Water RR	\$ 109.90
Monthly	Spring Preservation League	Park Lease	\$ 2,500.00
Monthly	T Mobile	3 Cell Phones	\$ 75.18
Monthly	Coveler & Peeler	Legal Fees	\$ 1,084.36
Monthly	Prime ITS, Inc.	Computer Maintenance	\$ 69.00
Monthly	Payroll	Payroll	\$ 2,936.63
Monthly	Xtreme Hygiene	Restroom Cleaning & Supplies	\$ 881.00
Monthly	Payroll	Payroll	\$ 2,820.12
<b>Monthly Total</b>			<b>\$ 19,779.12</b>
Petty Cash	Green and White Automotive	Truck State Inspection	\$ 18.50

Old Town Spring Improvement District  
Check Detail  
February 2026

Petty Cash	HEB	Gatorade/Water	\$	33.69
Petty Cash	HEB	Registration Renewal	\$	78.25
Petty Cash Total			\$	130.44
Grand Total			\$	21,472.61