

# Old Town Spring Improvement District

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## **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, **July 13th, 2021** at 10 am at 427 Gentry St 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
Effie Stees	Position 2 – Director at Large
Dannette Mostyn	Position 3 – Vice President
Kelly Speer	Position 4 – Treasurer
Anne Morrow	Position 5 – Secretary

All of the above Board members except for Seth Sanders were present. Also present were Elisabeth Meehan, Lana Williams, John Peeler, Clarence Williams, and Tracee Evans.

### **1. CALL TO ORDER**

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

### **2. ROLL CALL AND ESTABLISH QUORUM**

Quorum was established.

### **3. TO RECEIVE PUBLIC COMMENT**

Tracee Evans from the Spring Fire Department commented to say the Fire Department's Spring into Safety event is planned for Saturday October 9<sup>th</sup> in Old Town Spring.

### **4. TO APPROVE MINUTES FROM PREVIOUS MEETINGS**

A motion was made by Kelly Speer to approve the June minutes as presented. The motion was seconded by Anne Morrow. The motion carried.

### **5. TO PAY THE DISTRICT'S BILLS**

Kelly Speer pointed out nonrecurring bills from Eliseo Campos for the maintenance shed roof and the payment for advertising to Hallaron. A motion was made by Kelly Speer to accept and pay the District's bills. The motion was seconded by Anne Morrow. The motion carried. (SEE ATTACHMENT #1)

### **6. TO RECEIVE THE BOOKKEEPER'S REPORT**

Kelly Speer stated the sales tax revenue for June was \$33,600.94, which was higher than June 2020. Kelly Speer added the total in Wells Fargo was \$88,375.34 at the start of the month. A motion was made by Kelly Speer accept the Bookkeeper's report. The motion was seconded by Anne Morrow. The motion carried. (SEE ATTACHMENT #2)

7. TO RECEIVE THE INVESTMENT OFFICER'S REPORT

Kelly Speer stated the total in the District's TexPool investment account is \$155,763.41 with the June interest of \$1.60. A motion was made by Kelly Speer to accept the Bookkeeper's report. The motion was seconded by Anne Morrow. The motion carried. (SEE ATTACHMENT #3)

8. TO RECEIVE THE QUARTERLY VISITOR'S BUREAU REPORT

Elisabeth Meehan presented the Visitors Bureau report reflecting visitors to the District's office for the second quarter. A motion was made by Kelly Speer to accept the quarterly Visitors Bureau report. The motion was seconded by Anne Morrow. The motion carried. (SEE ATTACHMENT #4)

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

The Board received an estimate for repairs from Brookside Equipment for the District's tractor for \$3,300. A motion was made by Kelly Speer to approve the estimate to get the tractor repaired. The motion was seconded by Anne Morrow. The motion carried.

Elisabeth Meehan stated Eliseo Campos has installed hand dryers in the museum and field restrooms.

10. TO REVIEW, DISCUSS AND TAKE ACTION ON SECURITY AT PRESERVATION PARK AND OTHER DISTRICT FACILITIES

No action.

11. TO REVIEW AND DISCUSS BEAUTIFICATION PROJECTS WITHIN THE DISTRICT

Kelly Speer stated she and Elisabeth Meehan researched trash can options and larger trash cans are estimated to have a longer wait time to make and deliver. Kelly Speer suggested an initial order of ten smaller cans to add to town lampposts on Main St and Gentry St. Kelly Speer stated the cost of the cans she found would be \$220 a piece including all mounting equipment. A motion was made by Kelly Speer to budget \$2,500 for lamp post trash cans and shipping. The motion was seconded by Anne Morrow. The motion carried.

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

No action.

13. TO RECEIVE A REPORT FROM THE COUNTY COMMISSIONER'S OFFICE

Kelly Speer stated the County will not allow painting of the streets for parking lines.

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

No Executive Session held.

15. 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

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

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

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

The annual audit report draft and events will be on the August agenda.

19. ADJOURNMENT

The meeting was adjourned at 10:20 am.

(SEAL)

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Anne Morrow, Board Secretary

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Prepared by Elisabeth Meehan  
OTSID Office Administrator

ATTACHMENTS:

1. June 2021 Checks list
2. July 2021 Bookkeeper's report
3. July 2021 Investment Officer's report
4. Quarterly Visitors Bureau report