

# 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, July 15, 2025, at 10:00 am at 26501 Border St. Immanuel Church of Spring 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
Cristy Wernick	Position 2 - Director
Dannette Mostyn	Position 3 – Vice President
Anne Morrow	Position 4 – Treasurer
James Sharp	Position 5 – Secretary

All current Board Members were present.

A Quorum was established.

Also attending:

Arlecia Thomas – Adm OTSID	Krystine Ramon – OTSID legal counsel
Lana Williams – Property Owner	Connie Ouellette – Business Owner
Vance Fellers – Business Owner	Mikel Roberts – Business Owner
Kristen Shaw – Business Owner	Sue Mallott – Museum President
Clarence Williams – Property Owner	Christine Rogers – Business Owner
Bert Keller – Precinct 3	Celine Gomez – Spring Fire Dept
Phil Brown – Pastor (resident)	Pepper – Business Owner

### 1. Call to Order

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

### 2. To receive public comments

President Seth Sanders stated that he reached out to Harris County Precinct 3 about the progress/start of the OTS street pavement project.

Clarence Williams stated that he addressed his concerns about losing his parking spaces to Eric Heppen of Harris County Precinct 3 and they were settled. He will not be losing any of his parking spaces. He encouraged everyone to contact the Precinct with their concerns.

### 3. To receive and approve minutes from previous meeting(s) - June 17, 2025

A motion was made by Director Anne Morrow and seconded by Dannette Mostyn to approve the minutes for the June 17, 2025, Board meeting. The motion was unanimously approved as presented.

**4. To approve the payment of the District's bills for June**

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

**5. To receive and approve the July Bookkeeper's Report for June, including sales tax payment details**

Director Anne Morrow reported that Wells Fargo had \$130,393.43 at the beginning of the month. A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the July Bookkeeper's report for June. The motion was unanimously approved as presented.

**6. To receive and approve the July Investment Officer's Report for June**

Director Anne Morrow reported that the TexPool Investment account had \$178,332.41 for June with \$627.60 interest earned. A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve July's Bookkeeper's report for June 2025. The motion was unanimously approved as presented.

**7. To review, discuss and approve the agreement with Hyperchat**

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

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

Arlecia Thomas presented the quarterly Visitor's Bureau Report. A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the report. The motion was unanimously approved as presented.

Vance Fellers gave a report: a) He is working on getting bus tours to Old Town Spring b) The Spring Fire Department will host a scavenger hunt at Old Town Spring in September c) advertise Old Town Spring in the Houston Regular Veteran of Commerce guide d) eliminate Home for the Holidays carriage and partner with Be an Angel and use the train and make a donation to them e) have teenagers dress up as elves and send out things to enhance the feeling of Christmas and decorate the train f) have Dan Pastorini, quarterback for the Houston Oilers volunteer during holidays g) use the Knights for decorating the tree

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

Director Anne Morrow reported on the advertising campaigns.

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

No action was taken.

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

No action was taken.

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

No action was taken.

- 13. To receive a report from the Harris County Commissioner Precinct 3's office**  
Bert Keller from Harris County Precinct 3 reported that the Precinct is fighting to get money back for the bills that were previously voted on for projects but taken back.
- 14. To meet in Closed Session pursuant to Government Code §551.072 to deliberate  
deliberate regarding real estate matters**  
The Board did not go into closed session.
- 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**  
The Board did not go into closed session.
- 16. To meet in Closed Session pursuant to Government Code §551.074 to discuss  
personnel matters**  
The Board went into closed session at 10:43am and came out at 10:52am.
- 17. 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, security personnel, critical infrastructure, or specific devices**  
The Board did not go into closed session.
- 18. To review, discuss and take action on District personnel matters,  
compensation, retention, and hiring or termination of District employees**  
No action was taken.
- 19. 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.
- 20. To review and discuss items to be placed on the agenda for the subsequent meetings**  
The Board went into closed session at 10:43am and came out at 10:52am.
- 21. Adjournment.**  
The meeting was adjourned at 10:52am.

## ATTACHMENTS

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

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Secretary - James Sharp

X

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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, 2025**

## 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>
May 31, 2024	\$761.74	5.3270%	1.00	\$169,471.30
June 30, 2024	\$739.91	5.3249%	1.00	\$170,211.21
July 31, 2024	\$768.70	5.3297%	1.00	\$170,979.91
August 31, 2024	\$769.32	5.2968%	1.00	\$171,749.23
September 30, 2024	\$728.94	4.9843%	1.00	\$172,478.17
October 31, 2024	\$719.73	4.8617%	1.00	\$173,197.90
November 30, 2024	\$673.35	4.6683%	1.00	\$173,871.25
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

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

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Arlecia Thomas, OTSID Office Administrator  
Prepared Report for Financial Officer

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## August BOOKKEEPER REPORT

SALES TAX REVENUE—August 2025--\$39,273.19 Increase of \$16,719.64  
Total Fiscal Year—2024-2025--\$ \$22,553.55  
Total Fiscal Year---2023-2024--\$ \$49,551.97

SALES TAX REVENUE—July 2025 \$26,025.73 Increase of \$1,827.62  
Total Fiscal Year—2024-2025--\$24,198.11  
Total Fiscal Year---2023-2024--\$34,461.09

SALES TAX REVENUE—June 2025 \$28,998.21 **Decrease of \$11,133.95**  
Total Fiscal Year—2024-2025--\$40,132.16  
Total Fiscal Year---2023-2024--\$40,527.81

SALES TAX REVENUE—May 2025 \$30,254.98 Increase of \$1,227.90  
Total Fiscal Year—2024-2025--\$29,027.08  
Total Fiscal Year---2023-2024--\$44,721.71

SALES TAX REVENUE-April, 2025 \$25,893.66 Increase of \$3,382.48 **February Sales**  
Total Fiscal Year 2024-2025 \$22,511.18  
Total Fiscal Year 2023-2024 \$36,185.05

SALES TAX REVENUE- March, 2025 \$22,217.50 **Decrease of \$3,407.91**  
Total Fiscal Year-2023-2024--\$25,625.41  
Total Fiscal Year-2022-2023--\$26,482.82

SALES TAX REVENUE-February, 2025--\$53,207.17 (December Reporting)  
Total Fiscal Year 2022-2023-\$35,557.44 Increase of \$17,649.73  
Total Fiscal Year: 2021-2022:\$42,703.15

**AVERAGE THIS FISCAL YEAR: (5 months) \$30,089.15**

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 August 1, 2025--\$136,889.17

Balance in TexPool Investment Account as of August 1, 2025--\$178,985.50

All invoices for July 2025 have been paid.

Respectfully submitted,

(SEAL)

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

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

Old Town Spring Improvement District

Check Detail

July 2025

Type	Name	Account	Paid Amount
Extraordinary	Ace Hardware	Supplies	\$ 32.55
Extraordinary	Ace Hardware	Vehicle Expense	\$ 49.98
Extraordinary	Eliseo Casares	Gator Repair - Flooded	\$ 2,625.00
Extraordinary	Prime ITS, Inc.	Updates	\$ 75.00
Extraordinary	Vance Fellers	Tourisim Development	\$ 200.00
<b>Extraordinary Total</b>			<b>\$ 2,982.53</b>
Monthly	Wells Fargo	Federal Tax	\$ 0.28
Monthly	Payroll	Payroll	\$ 1,345.36
Monthly	Nexus Disposal	Trash/Recycle	\$ 225.95
Monthly	Wex Bank - Chevron	Fuel	\$ 148.80
Monthly	Intuit Payroll Services	Intuit Monthly Fee	\$ 21.00
Monthly	NRG Energy	Street Lights	\$ 1,133.75
Monthly	AT&T*	Phone/Internet	\$ 168.82
Monthly	everOn/ ADT Commercial	Office Alarm	\$ 74.86
Monthly	Hyperchat Social	Social Media	\$ 1,920.00
Monthly	Nextera Water Texas	Water	\$ 282.32
Monthly	T Mobile+	3 Cell Phones	\$ 75.18
Monthly	Payroll	Payroll	\$ 3,061.95
Monthly	Coveler & Peeler	Legal Fees	\$ 1,021.86
Monthly	Nextera Water Texas	Water	\$ 311.83
Monthly	Prime ITS, Inc.	IT Monthly Fee	\$ 69.00
Monthly	Spring Preservation League	Parking Rental	\$ 2,300.00
Monthly	Payroll	Payroll	\$ 3,057.33
Monthly	Xtreme Hygiene	Restroom Expense	\$ 576.00
<b>Monthly Total</b>			<b>\$ 15,794.29</b>
Petty Cash	Prosize Tire Service	Tire Repair	\$ 5.00
Petty Cash	US Postal Service-Spring	Postage	\$ 10.48
<b>Petty Cash Total</b>			<b>\$ 15.48</b>
Quarterly	Texas Workforce Commission	Payroll	\$ 23.83
<b>Quarterly Total</b>			<b>\$ 23.83</b>
<b>Grand Total</b>			<b>\$ 18,816.13</b>