

**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 21, 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	Janae Arnold – Harper & Grayson
Heather Malak – Business Owner	Sireme Strah – Business Owner
Rev Phil Brown – Pastor	Connie Ouellette – Business Owner
Krystine Ramon – Legal	Thomas Velez - Legal
Denise Walker – Business Owner	Sue Mallott – Museum
Timothy Tolbert – EV Charging	Russell Kalousek – Harper & Grayson
Matt Potter – Business Owner	Jill Henze – Auditor
Dr. Marisela Jimenez – Public Commenter	Clarence Williams - Resident
Sandra Clifford	Sheri Kapler
Kristen Shaw – Business Owner	

1. Call to Order.

Secretary James Sharp called the meeting to order at 10:01am.

2. To receive public comments.

Dr. Marisela Jimenez stated that she presented to Commissioner Tom Ramsey that OTS is in need of economic development and should be highlighted along with the businesses on FM 2920 11-mile stretch. Dr. Jimenez stated that she is advocating to put OTS back on the map of Harris County and make sure people know the history, restore the culture, heritage, and enhance community safety in the OTS community. On September 26, 2026, Dr. Jimenez is working on a “Business Exhibit Festival” designed to strengthen regional economic activity, expand access to government resources, and elevate FM 2920 (including OTS) as a unified commercial and cultural destination.

Timothy Tolbert Sr, from Eag-Led Global Light Company, gave a presentation on how having EV charging stations can bring revenue to OTS and the city lights that the city lights. The average cost of EV charging stations is about \$8-9K for 2 plug stations. There is a grant for EV grants and a program for small places that would cover 50-80% of the cost. He can be contacted at 346-363-8826 or ttolbert@eag-led.com.

3. To review, discuss and approve the District's 2025 Audit from Breedlove & Co. P.C.

Jill Henze presented the 2025 audit report for OTS. There are some minor things that need to be adjusted that Arlecia will take care of. She reported that everything is in order. Sales tax is OTS source of revenue.

A motion was made by Director James Sharp and seconded by Director Anne Morrow to accept the report as presented. The motion was unanimously approved as presented.

4. To elect District Officers.

The Board voted to have James Sharp as the President, Jon Grant as the Secretary, and Anne Morrow to remain as the Treasurer.

A motion was made by Director Cristy Wernick and seconded by Director Anne Morrow to accept the votes as presented. The motion was unanimously approved as presented. Cristy Wernick and Casey Kosh remain as Directors.

5. Review and take action on matters relating to calling an election to be held on November 3, 2026:

- a. Approve an Order calling for an election under Texas Special District Local Laws Section 3813.052;**
- 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 elections Services;**
- d. To consider and take action on such other Orders, Resolutions and related matters as required or appropriate to call for the District election.**

A motion was made by Director Anne Morrow and seconded by Director Cristy Wernick to approve an order calling for an election for Director positions 4 & 5 under Texas Special District Local Laws Section 3813.052; to contract with County Elections Office for elections Services and; to contract with Harris County to order the election for Director positions 4 & 5 in November 2026. The motion was unanimously approved as presented.

6. To receive, discuss and approve minutes from prior meeting(s) – June 16, 2026.

A motion was made by Director James Sharp and seconded by Director Anne Morrow to approve the minutes for June 16, 2026. The motion was unanimously approved as presented.

7. To receive, discuss and approve payment of the District's bills for June.

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

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

Director Anne Morrow reported that the District received \$34,989, an increase of \$8,239.86 from last year. Out of the money received from the Texas Comptroller's office, \$510.86 was from collections from a prior period, \$11,899.20 was from audit collections. This leaves the current sales tax payment for the month to be \$21,941.85.

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.

9. To receive, discuss and approve the July Investment Officer's Report for June.

Director Anne Morrow reported that the TexPool Investment account had \$176,711.12 at the beginning of the month with \$528.11 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.

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

Arlecia Thomas presented the quarterly report. She reported that a total of 1,101 visitors. There were 865 visitors from Texas, 159 out of state visitors and 77 visitors from different countries. The visitors came from 24 states and 17 countries.

A motion was made by Director James Sharp and seconded by Director Anne Morrow to accept the report as presented. The motion was unanimously approved as presented.

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

Director Cristy Wernick reported that there will be an upcoming tour on July 24th with about 25-30 people coming to Old Town Spring.

The July 4th event went very well. Facebook had over 2,000 interests for the event; the museum had 110 visitors. Planet Ford, one of our sponsors for the event, was very happy and expressed interest in working with us on future events. The committee is currently working on the logistics for two more events, OTS Wine Walk and OTS Home Holiday.

12. To review, discuss and take action to approve a parking use fee with the Spring Historical Museum for Hometown Holidays.

Museum President Sue Mallot reported that the county only wants the museum's parking lot to be used for parking. But the original agreement states that anything the museum does in the parking lot has to benefit the museum. Hometown Holidays event benefits the museum and the District.

A motion was made by Director Anne Morrow and seconded by Director Cristy Wernick to donate \$2,700 to the museum for the use of the museum's parking lot during Hometown Holidays. The motion was unanimously approved as presented.

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

Harper & Grayson reported that during the month of June 2026 they focused on 3 initiatives: continuing to lay a strong foundation for OTS's long-term digital presence; expanding engagement strategies to actively recruit new followers and spark community interaction and; host and promote key seasonal interests.

June had a massive growth of interest across both Facebook and Instagram platforms for a total of 141,866 views. Facebook had 114,471 views, 714.3% and 5,944 engagements, a 675% increase. Instagram had 27,395 views and maintained an 18.38% engagement rate, a total of 176.6% in total engagement.

Questions were asked about demographics. It was reported that 69% of the viewers are women and 57% are under the age of 45.

14. 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 spend up to \$1,750 to move the portable building and shipping containers to 606 Spring Cypress. The motion was unanimously approved as presented.

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

A motion was made by Director Anne Morrow and seconded by Director Cristy Wernick to strip the floors of the paint and repaint with epoxy paint in the public restroom for up to \$2000. The motion was unanimously approved as presented.

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

Director Anne Morrow stated that there is a damaged lamppost at the Hudson.
No action was taken.

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

No action was taken.

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

The Board went into closed session pursuant to Government Code §551.072 at 11:05am and came out at 11:55am.

19. 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 pursuant to Government Code §551.071 at 11:05am and came out at 11:55am.

20. 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 11:05am and came out at 11:55am.

- 21. 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.

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

No action was taken.

- 23. 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.

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

No action was taken.

- 25. Adjournment.**

The meeting was adjourned at 11:56am.

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

July 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>
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
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

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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August BOOKKEEPER REPORT

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

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

AVERAGE THIS FISCAL YEAR: (5 months) \$30,456.39

The budget for 2026-2027 Fiscal Year is based on expected revenue of \$30,000 per month.

Balance in account at Wells Fargo Bank as of August 1, 2026 -- \$143,077.62

Balance in TexPool Investment Account as of August 1, 2026 -- \$177,258.69

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

July 2026

Type	Name	Account	Paid Amount
Annually	Amazon	Prime membership	\$ 179.00
Annually	Breedlove and Co	Annual Audit	\$ 10,203.66
Annually	Progressive County Mutual Ins Co.	Automobile insurance renewal	\$ 6,207.00
Annually Total			\$ 16,589.66
Extraordinary	US Postal Service-Spring	Wells Fargo Bank	\$ 7.46
Extraordinary	Kwik Copy Printing	Custom print guestbook pages	\$ 82.00
Extraordinary	Amazon	Cyan ink cartridge	\$ 139.89
Extraordinary	HEB	Water, gatorade, coffee creamer	\$ 52.08
Extraordinary	Home Depot Credit Services	Fence post - July 4th event	\$ 59.82
Extraordinary	Home Depot Credit Services	paint, trash bags, toilet seat	\$ 283.26
Extraordinary	Home Depot Credit Services	Fence post - July 4th event	\$ 53.35
Extraordinary	G.G.'s Face Painting	July 4th - Face painting	\$ 250.00
Extraordinary	Rachel Bradford	July 4th - Balloons	\$ 360.00
Extraordinary	Eliseo Casares	Museum RR Roof repair	\$ 800.00
Extraordinary	Eliseo Casares	Golf cart repairs	\$ 895.00
Extraordinary	Henry Arrizola	July 4th - DJ	\$ 250.00
Extraordinary	Ralph Garza*	July 4th - Band	\$ 1,000.00
Extraordinary	Anne Morrow	Social Media advertising	\$ 299.67
Extraordinary Total			\$ 4,532.53
Monthly	Wells Fargo Bank	Safety Deposit Box	\$ 0.31
Monthly	United States Treasury	Payroll Liabilities	\$ 1,805.58
Monthly	Texas Water Utilities	RR Water	\$ 109.90
Monthly	Texas Water Utilities	Office Water	\$ 116.62
Monthly	AT&T*	Phone/internet	\$ 169.28
Monthly	Nexus Disposal	Trash/Recycling	\$ 233.25
Monthly	Intuit	Intuit monthly fee	\$ 22.73
Monthly	NRG Energy	RR Electricity	\$ 187.09
Monthly	NRG Energy	Office Electricity	\$ 138.14
Monthly	Harper Grayson Communications	Social Media	\$ 2,499.00
Monthly	Payroll	Payroll	\$ 2,688.32

Old Town Spring Improvement District
Check Detail
July 2026

Monthly	T Mobile+	3 cell phones - June	\$	75.27
Monthly	Coveler & Peeler	Legal fees	\$	4,770.61
Monthly	Prime ITS, Inc.	IT maintenance and updates	\$	69.00
Monthly	Payroll	Payroll	\$	3,147.32
Monthly	Payroll	Payroll	\$	3,039.72
Monthly	T Mobile+	3 cell phones - July	\$	75.27
Monthly	Xtreme Hygiene	Restroom cleaning	\$	348.00
Monthly	Xtreme Hygiene	Restroom supplies	\$	336.00
Monthly Total			\$	19,831.41
Quarterly	Post Office	Certified mail, stamps	\$	27.42
Quarterly	Texas Workforce Commission	Payroll Liabilities	\$	57.26
Quarterly Total			\$	84.68
Grand Total			\$	41,038.28