

Old Town Spring Improvement District



P.O. Box 1952 * Spring, Texas 77383 * (281) 288-8177 * oldtownspringshopping.com * cjoiner@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, June 16, 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 – Director
Casey Kosh	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
Sue Mallott – Museum
Mark Holmes – GM Wunsche Bros
Serena Strah – Business Owner
Connie Ouellette – Business Owner
Dr. Marisela Jimenez
Heather Malak – Business Owner
Timothy Tolbert Sr – Led and EV
Chris Loera – Business Owner

Matt Potter – Business Owner
Janae Arnold – Harper & Grayson
Krystine Ramon – Legal
Christine Rogers – Business Owner
Jackie McKain – Wunsche Bros
Natalie Kell – Business Owner
Clarence Williams – Business Owner
Ursula Sledge – Business Owner

1. Call to Order.

Director Anne Morrow called the meeting to order at 10:00am.

2. To administer oath of newly appointed Directors Jonathan Grant and Casey Kosh.

Legal representative Krystine Ramon as a notary public swore into office the Board's newly appointed Directors Jonathan Grant (Position 1) and Casey Kosh (Position 3). She notarized their appointment documents.

3. To receive public comments.

Dr. Marissa Jimenez encouraged the merchants to reach out to her to learn more about government benefits available to business awareness and help for business owners in OTS.

4. To receive, discuss and approve minutes from prior meeting(s) – May 19, 2026.

A motion was made by Director Anne Morrow and seconded by Director James Sharp to approve the minutes for May 19, 2026, Board meeting. The motion was unanimously approved as presented.

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

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

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

Director Anne Morrow reported that the district received \$33,071.09, an increase of \$4,072.88 from last year. Out of the money received from the Texas Comptroller's office, \$2,795 was from payments from a prior period and \$8,961 was from payment from an audit. So, the district really received \$21,418.00.

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

7. To receive, discuss and approve the June Investment Officer's Report for May.

Director Anne Morrow reported that the TexPool Investment account had \$176,183.01 at the beginning of the month with \$540.65 interest earned.

A motion was made by Director Anne Morrow and seconded by Director James Sharp to approve the Investment Officer Report. The motion was unanimously approved as presented.

8. To review, discuss and take action to approve an Amazon Prime Business Account.

Arlecia Thomas suggested the District invest in getting a Prime Business Account. The District has spent over \$200 in shipping fees which more than covers the cost of the annual membership of \$179.

A motion was made by Director Anne Morrow and seconded by Director James Sharp to pay the Amazon Prime membership fee. The motion was unanimously approved as presented.

9. To review, discuss and take action to approve the purchase of a Christmas Tree for the Holidays.

A motion was made by director Anne Morrow and seconded by Director James Sharp to purchase a Christmas Tree that cost \$19,793.81. The tree will last 15-20 years with a warranty on the removable lights. A modular design can be added to it in the future. The motion was unanimously approved as presented.

A motion was made by Director Anne Morrow and seconded by Director James Sharp to change the event "Home for the Holidays" to "Hometown Holidays." The motion was unanimously approved as presented.

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

No action taken.

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

Director Cristy Wernick reported that on the July 4th event. – There will be food trucks, a DJ, a pie eating contest, hot sauce competition, a balloon artist, a balloon photobooth, fire truck and a face painter. In addition to the District's activities, some OTS merchants are having additional activities at their stores.

Wine walk in October – Director Cristy Wernick reported that the committee is working on the logistics for this event.

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

Janae Arnold from Grayson & Harper reported that OTS website received over 75,000 reviews, a 153% increase sparking 1,515% of interactions.

The question was asked how does the advertising company measure success? Janae Arnold replied that they use a system called "Rella," Anne Morrow is the point of contact for the District.

There is a HUB for OTS business owners. Each business owner is invited to send questions, drop photos, and videos. This space is a marketing effort for OTS business owners to share ideas and any information to expose OTS and their business.

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

No action was taken.

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

No action was taken.

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

No action was taken.

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

No action was taken.

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

The Board did not meet in closed session pursuant to Government Code §551.072.

18. 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 meet in closed session pursuant to Government Code §551.071.

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

The Board went into closed session at 10:32am and came out at 11:09am pursuant to Government Code §551.074. No action was taken.

- 20. 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 did not go into closed session pursuant to Government Code §551.089.

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

No action was taken.

- 22. 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.

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

No action was taken.

- 24. Adjournment.**

The meeting was adjourned at 11:09am.

ATTACHMENTS

- 1. June Investment Report**
- 2. June Bookkeeper Report**
- 3. May Check Detail Report**

X

Secretary - Jon Grant

X

Prepared by Arlecia Thomas
OTSID Office Administrator

Old Town Spring Improvement District

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June 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>
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
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

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

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June BOOKKEEPER REPORT

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

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

AVERAGE THIS FISCAL YEAR: (3 months) \$29,331.10

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 June 1, 2026--\$146,224.42

Balance in TexPool Investment Account as of June 1, 2026 -- \$176,183.01

All invoices for the month of May have been paid.

Respectfully submitted,

(SEAL)

Anne Morrow
Financial Officer

Arlecia Thomas
Office Administrator

Old Town Spring Improvement District

Check Detail

May 2026

Type	Name	Account	Paid Amount
Extraordinary	GoDaddy	Website	\$ 23.19
Extraordinary	Amazon	Ink cartridge/Yearly planner	\$ 148.63
Extraordinary Total			\$ 171.82
Monthly	Wells Fargo	Safety Deposit Box	\$ 0.29
Monthly	Payroll Liabilities	Payroll Liabilities	\$ 1,361.76
Monthly	AT&T*	Phone/Internet	\$ 169.28
Monthly	EFECTV	Advertising	\$ 7,650.50
Monthly	Nexus Disposal	Trash/Recycling	\$ 233.25
Monthly	Texas Water Utilities	Restroom Water	\$ 114.51
Monthly	Texas Water Utilities	Restroom Water	\$ -
Monthly	Texas Water Utilities	Office Water	\$ 124.60
Monthly	Wex Bank	Fuel	\$ 221.05
Monthly	Intuit Payroll Services	Intuit Monthly Fee	\$ 22.73
Monthly	NRG Energy	Restroom Electricity	\$ 14.85
Monthly	NRG Energy	Restroom Electricity	\$ 95.49
Monthly	NRG Energy	Office Electricity	\$ 160.91
Monthly	NRG Energy	Restroom Electricity	\$ 28.47
Monthly	everOn/ ADT Commercial	Office Alarm	\$ 81.18
Monthly	Harper Grayson Communications	Social Media	\$ 2,499.00
Monthly	Payroll	Payroll	\$ 3,084.69
Monthly	Coveler & Peeler	Legal fees	\$ 935.61
Monthly	Payroll	Payroll	\$ 3,120.06
Monthly	Prime ITS, Inc.	IT Maintenance & Updates	\$ 69.00
Monthly Total			\$ 19,987.23
Petty Cash	Kroger	Water, creamer, coffee	\$ 26.91
Petty Cash	HEB	Coffee cups, forks	\$ 8.70
Petty Cash	HEB	Gatorade, water	\$ 27.30
Petty Cash Total			\$ 62.91
Grand Total			\$ 20,221.96