

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, March 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 2 - Director
Anne Morrow	Position 3 - Director
James Sharp	Position 4 – Treasurer
Cristy Wernick	Position 5 – Secretary

All Board Members were present.

A Quorum was established.

Also attending:

Arlecia Thomas – Adm OTSID	Clarence Williams – Property Owner
Krystine Ramon – Attorney	Ashley McHenry – Marketing Advertiser
Vance Fellers – Visitors Bureau Committee	Kristen Shaw – Business Owner
Rachel Drody – Marketing Advertiser	Matt Potter – Marketing Advertiser
Roxanne Langley – Business Owner	Connie Oullette – Business Owner
Ursela Sledge – Business Owner	Janae Arnold – Marketing Advertiser
Mikel Roberts – Business Owner	Sue Mallott – OTS Museum President
Chris Loera – Business Owner	Zoe Foreman – Marketing Advertiser
S. Strah – Business Owner	Jamie Jourgensen – Business Owner
Albion Sabani – Marketing Advertiser	Phil Brown – Pastor

1. Call to Order.

President Seth Sanders called the meeting to order at 10:05am.

2. To receive public comments.

A shop owner asked what is going on with the restrooms located in Preservation Park? Who owns the restrooms? President Seth Sanders answered, “the landowner, Don Bayer.” Another shop owner asked about parking. He commented that the business owners are paying the price for the parking fee and asked what’s going on. Legal commented that the district is trying to resolve these issues. There is a lawsuit in process, the district has to work with the insurance company and are not able to discuss the matter. The same shop owner asked questions as to why everything is hushed up and how can the shop owners get information about what’s going on since no one is talking. Another shop owner told him to

do his research at Harris County District Court. The lawsuit is posted there. The Board provides other restrooms.

Mr. Williams (SPL) stated that he will provide insurance if OTSID turns the water and electricity on to the restrooms. He asked Seth if he would turn the water and electricity back on. Seth did not answer. Mr. Williams stated that legal can answer the question. Legal stated that they (Coveler & Peeler) do not represent OTSID in the lawsuit, the insurance does.

A business owner stated that Tomball is capitalizing on our dispute with parking and the quarrel amongst the groups in OTS. They do not charge for parking.

Mr. Williams stated that OTSID voluntarily chose not to renew their parking lease with the SPL. President Seth Sanders commented that OTSID lease was up in January. OTSID cannot comment on the SPL and does not have access to the property.

A business owner asked what the shop owners should tell their customers? Another shop owner asked if we could ask the landowner to put up restroom closed signs on and near the SPL restrooms so that customers will not go there. Another shop owner related an incident where an elderly man urinated on himself because he got to the restroom and it was closed.

A shop owner asked who is over the SPL, how does anyone contact them, who is on the Board, how can you become a Board member and who made the unilateral decision to charge for parking and when do they meet? Mr. Williams replied that is none of his business.

Suggested solution on the SPL restrooms: OTSID will go to the insurance company to see what can be done. Also, OTSID will ask the landowner to put up signs on and around the SPL restrooms.

A shop owner stated that before we spend money on advertising, we need to spend money on finding a place to park.

3. Elect Board Officers.

Krystine Ramon (Legal) explained the process. The Board members can choose to keep the same positions or vote to change positions. This process is required once a year.

Director Anne Morrow made a motion and Director Dannette Mostyn seconded the motion to keep the Board as follows: Position 1: President – Seth Sanders, Position 2: Vice President – Dannette Mostyn, Position 3: Treasurer – Anne Morrow, Position 4: Secretary – James Sharp, Position 5: Director – Cristy Wernick. The motion was unanimously approved as presented.

4. To receive, discuss and approve minutes from prior meeting(s) – February 17, 2026.

A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the minutes For the February 17, 2026, Board meeting. The motion was unanimously approved as presented.

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

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

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

Director Anne Morrow reported the district received \$25,549.86 an increase of \$3,332.36 from last year. Out of the money received only \$19,885 was the actual amount received; \$4,679 was money received as catch up from a prior period.

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

7. To review, discuss and approve the Director(s) use of a District Bank Card.

A discussion to obtain a bank card for purchases and services that require the use of a credit card. Krystine Ramon (Legal) suggested the District have a purchase policy for credit card use.

A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the District's use of a bank card. The motion was unanimously approved as presented.

8. To receive, discuss and approve the March Investment Officer's Report for February.

Director Anne Morrow reported that the TexPool Investment account had \$174,571.30 at the beginning of the month with \$491.53 interest earned. She also reported that each month the District receives less money due to lower interest rates.

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

9. To review, discuss and approve the 2026 – 2027 Budget.

The Board went into closed session to discuss the budget. After discussion, the budget needs to be adjusted before approval. The item was tabled until the April agenda.

10. To review, discuss and approve Breedlove & Co. to perform the 2025 – 2026 Fiscal Audit.

A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve Breedlove & Co. to perform the District's 2025 Fiscal Audit. The motion was unanimously approved as presented.

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

No action was taken.

12. To receive and discuss the Visitor's Center Report and take any necessary action.

Vance Fellers reported the following:

Tourism – There are 2 tours scheduled for April. Old Town Spring Excursion Flyers are ready for distribution to 4/5 Star hotels in the Spring/Woodlands and Airport areas. People are still requesting visitor guides.

The next event will be the International Heritage Day on April 25th. All shops are encouraged to select a country including the USA to represent by sharing in the culture in music, costumes, demonstrations and food tasting from their selected country.

Local Community Promotion – OTS window stickers are still available. Visitor guides are still available by request to distribute at festivals or events you may attend. The guides are still being distributed to the hotels and motels in the Spring/Woodlands area.

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

No action was taken.

14. To review, discuss and take action regarding Social Media.

Marketing presentation 1: Zoe – Social media manager and marketing for 7 years in the Spring, Woodlands and Houston areas. Her small business is what makes her different from other marketing companies. Her company highlights the uniqueness of your business, so it stands out. She is a hands-on person located locally on Kuykendahl. She wants to advertise your story. She is familiar with the area.

Marketing presentation 2: Alby with AB Films – He is a local resident that runs 80 films for 10 years. He works with small and large businesses. He specializes in video marketing. He will go to each store and create highlight reels for your store. He and his wife started this business. He moved from Texas to Los Angeles to learn video productions. He came back to Texas to specialize in awareness and scripting to give each customer the Hollywood feel.

Marketing Presentation 3: Rachel – Harper Grayson Communication – She has worked in Texas for 8 years. She is local on Market St. She wants to get each business story told. She wants to update our website and get drones in the air to tell the story of OTS and connect everyone together. She wants to appeal to all age groups and make OTS a travel destination. She is also the only person that stayed for the entire Board meeting.

Marketing Presentation 4: Ashley – Bespoke Marketing – Parents have been living in the area since 2004. She has traveled to OTS since then. She has lived in the area since 2015. She has worked for radio stations and NFL team and was the Director of Marketing for the Chamber of Commerce. She prints and does digital. Her focus is on community. If OTS chooses her, we will get her hands on attention.

Director Anne Morrow reported that Hyperchat Social Media is using old content and not keeping up with the requests from the District. A motion was made by Director Anne Morrow and seconded by Director Cristy Wernick to cancel the contract with Hyperchat Social. The motion was unanimously approved to move forward to cancel the District's contract with Hyperchat Social Media.

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

No action taken.

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

No action was taken.

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

The lamp posts in front of High Maintenance Beauty Bar and Boutique need to be tightened. The wind blew a sign off a lamp post at Midway and Preston.

No action was taken.

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

No action was taken.

19. 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 11:12am and came out at 11:55am.

20. 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 11:12am and came out at 11:55am.

21. 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 11:12am and came out at 11:55am.

22. 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.

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

No action was taken.

24. 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.

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

Review, discuss and approve the 2026-2027 Budget.

Review, discuss and approve the amended purchase policy to include the District's bank card.

26. Adjournment.

The meeting was adjourned at 11:57am.

ATTACHMENTS

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

X

Secretary - James Sharp

Old Town Spring Improvement District

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

April 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>
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
March 31, 2026	544.47	3.6836%	1.00	\$175,115.77

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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April BOOKKEEPER REPORT

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

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

AVERAGE THIS FISCAL YEAR: (1 months) \$23,119.94

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 April 1, 2026--\$147,288.28

Balance in TexPool Investment Account as of April 1, 2026 -- \$175,115.77

All invoices for the month have been paid.

Respectfully submitted,

(SEAL)

Anne Morrow
Financial Officer

Arlecia Thomas
Office Administrator

Old Town Spring Improvement District
Check Detail

March 2026

Type	Name	Account	Paid Amount
Annual	Word Press	Website	499.00
Annual	Frank Williamham Insurance Agency	Bonding Insurance Renewal	100.00
Annual Total			599.00
Extra Ordinary	Home Depot Credit Services	trash bags, light bulbs, oil	223.68
Extra Ordinary	Amazon	Ink cartridge black	109.88
Extra Ordinary	Amazon	A/C Filters	51.57
Extra Ordinary	Texas Water Utilities	Water deposit & activation fee Museum RR	145.00
Extra Ordinary	Texas Water Utilities	Water deposit & activation fee Midway RR	145.00
Extra Ordinary	Texas Water Utilities	Water activation fee for office	45.00
Extra Ordinary	Amazon	Ink cartridges multicolor	280.78
Extra Ordinary	A & R HVAC Services, LLC	A/C Service - clogged drain	312.50
Extra Ordinary	Eliseo Casares	PP - move canisters and clean	7,500.00
Extra Ordinary	Eliseo Casares	Move Christmas tree	750.00
Extra Ordinary	Minuteman Press	Kiosk	277.00
Extra Ordinary	Vance Fellers	Printing flyers for International event	181.86
Extra Ordinary	Vance Fellers	Marketing Materials	7.89
Extra Ordinary	Vance Fellers	Postage	27.20
Extra Ordinary	Vance Fellers	Supplies	156.26
Extra Ordinary Total			10,213.62
Monthly	Nexus Disposal	Wells Fargo Bank	0.00
Monthly	Wells Fargo	Safety Deposit Box	0.31
Monthly	Payroll	Payroll Liabilities	1,347.74
Monthly	Texas Water Utilities	Water - Main RR	109.90
Monthly	EFFECTV	Marketing media	4,523.25
Monthly	NRG Energy	Electricity	590.55
Monthly	Wex Bank	Fuel	113.44
Monthly	Intuit Payroll Services	Intuit monthly fee	22.73
Monthly	Texas Water Utilities	Water Main RR	32.13
Monthly	Hyperchat Social	Social Media	1,920.00
Monthly	everOn/ ADT Commercial	Office Alarm	81.18

Old Town Spring Improvement District
Check Detail

March 2026

Monthly	NRG Energy	Electricity	1,129.81
Monthly	T Mobilie+	3 Cell Phones	75.18
Monthly	Coveler & Peeler	Legal fees	1,923.11
Monthly	Payroll	Payroll	2,981.04
Monthly	Prime ITS, Inc.	Maintenance & updates	69.00
Monthly	Xtreme Hygiene	Restroom Cleaning	358.00
Monthly	Payroll	Payroll	3,041.47
Monthly Total			18,318.84
Petty Cash	Kroger	Water, gatorade, coffee & creamer	56.15
Petty Cash Total			56.15
Quarterly	HdL Companies	Sales Tax Accountability	6,592.00
Quarterly Total			6,592.00
Grand Total			35,779.61