

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, March 25, 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
	Position 2 – Director at Large
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:

Rev. Phil Brown-Pastor-Immanuel Church of Spring
Vance Fellers-VGOTS
Shane & Verna-Business owner
Krystine Ramon-OTSID legal counsel
Lana Williams-Property Owner
Kristen Shaw-Business owner
Connie Ouellette-Business owner
Christine Rogers-Business owner
Heather Malak-Business owner
DDV Zamuclio-Business employee
Ursula Sledge-Business owner
Chris Loera-Business owner
Clarence Williams-Property Owner
Sue Mallott-Spring Historical Museum
Denise Waller- Business owner

The District will consider and act on the following matters.

1. Call to Order

The meeting was called to order by President Seth Sanders at 10:01am

2. To receive public comments

There were questions asked about who is responsible for sidewalks. The answer was “a combination of the property owners and the County.”

There were questions about any problems from the festival. The answer was “ there was some graffiti in the restrooms and around town.” Most have been covered but all have been reported to the Sheriff’s office. If you see any in your area, please file a police report so it is all on record .

There were many comments about the murals that were painted. All were very favorable.

There were questions about the dirt mound on Spring Cypress. The answer was that the Spring Fire Department is saving it for future buildings in that area and disposing of any that is not used.

There were questions about the road work scheduled for OTS streets. The District has been told it will begin sometime in June to be finished in August or September before HFTH.

There were questions from C Williams about the company checking the sales taxes being paid by the OTS businesses. This company cannot go into individual accounts. They only check to see if (1). They are paying sales taxes and (2). It is coded to come to OTS. If they find any business not paying or not paying to correct district, they will contact the Texas Comptroller’s Office with these results and the Comptroller’s Office investigates and corrects the errors if they find errors. Their contract starts on April 1.

There were questions concerning Home for the Holidays preparations. HFTH chairperson, U. Sledge, stated they have just had their first meeting, but preparations are being made.

3. To receive, discuss, and take action on the appointment of the Director for Position #2 on the Board of Directors.

No action was taken. This item is postponed until the next monthly board meeting.

4. To receive and discuss festival activities

Already covered in the public comments

5. To receive, discuss, and approve engagement letter from Breedlove and Company to perform 2024/2025 audit.

A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to approve the engagement of Breedlove & Co to conduct the audit for the year 2024-2025. The motion was unanimously approved as presented. President Seth Sanders signed the contract.

6. To receive and approve minutes from the previous meeting(s) February 18, 2025.

A motion was made by Director Ann Morrow and seconded by Director Dannette Mostyn to approve the minutes for the February 18, 2025 Board Meeting. The motion was unanimously approved as presented.

7. To approve the payment of the District’s bill for February

A motion was made by Director Ann Morrow and seconded by Director Dannette Mostyn to approve the bills for February, 2025. The motion was unanimously approved as presented.

8. To receive and approve the February Bookkeeper’s Report

A motion was made by Director Ann Morrow and seconded by Director Dannette

Mostyn to approve the Bookkeeper's Report for February, 2025. The motion was unanimously approved as presented.

9. To receive and approve the February Investment Officer's Report

A motion was made by Director Ann Morrow and seconded by Director Dannette Mostyn to approve the Investment Officer's Report for February, 2025. The motion was unanimously approved as presented.

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

This report is quarterly only—No action taken

11. To review, discuss and take action on the District's Investment Policy.

Krystine Ramon-OTSID legal counsel presented the current investment policy. A motion was made by Director James Sharp and seconded by Director Dannette Mostyn to continue the current Investment Policy and to appoint Director Anne Morrow as the Investment Officer. The motion was unanimously approved at presented.

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

Director Anne Morrow stated that on Facebook we have 6.9 k followers with 62 new followers which is a growth rate of 264.7%. There were 621 pages visited. On Instagram we have 5,784 followers with 81 new followers. There were 453 pages visited. The top performing content on Facebook was "What's your favorite thing to do in Old Town Spring" with 6,578 views, 105 interactions, and 57 comments. The lowest performing content was "The best things in life are handmade" with 261 views, 7 interactions, and no comments. On Instagram the top performing content was "Today is the perfect day to dive into the Old Town Spring food scene" with 2,059 views, 123 interactions, 103 likes and 10 shares. The lowest performance was "The best things in life are handmade" with 312 views and 21 interactions.

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

There were questions concerning improvement of the entrance to town; A motion was made by Director Anne Morrow and seconded by Director James Sharp to allocate up to \$3,500 to improve the garden area in front of the Museum with flowers and possibly a sprinkler system.

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

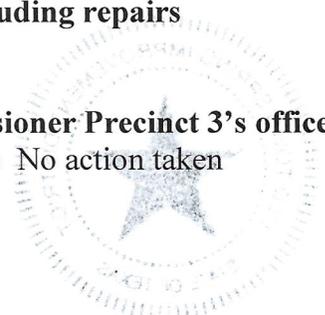
No Action taken

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

No Action taken

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

No one from the Commissioner's Office No action taken



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

No Action Taken

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.**

No Action Taken

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

See Item #21.

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, or specific occasions for implementation, security personnel, critical infrastructure, or specific devices.**

No Action Taken

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

The Board of Directors went into Closed Session at 10:34am

The Board of Directors came out of Closed Session at 11:02am

A motion was made by Director Anne Morrow and seconded by Director Dannette Mostyn to suspend all vacation time for part-time employees. The motion was unanimously approved as presented.

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 Taken

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

The 2025-2026 Budget

24. **Adjournment.**

The meeting was adjourned at 11:17am




Secretary- James Sharp


Prepared by Charlotte Joiner
OTSID Office Administrator