

# Old Town Spring Improvement District



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## **Minutes of the Regular Monthly Meeting Of Old Town Spring Improvement District Board of Directors**

### **ESTABLISH QUORUM AND CALL MEETING TO ORDER**

The Board of Directors of the Old Town Spring Improvement District (OTSID) held a regular meeting, open to the public, on **Tuesday, March 9, 2021 at 10 am** at 427 Gentry St 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         |
| Noel Eckberg    | Position 2 – Director at Large |
| Dannette Mostyn | Position 3 – Vice President    |
| Kelly Speer     | Position 4 – Treasurer         |
| Anne Morrow     | Position 5 – Secretary         |

All of the above Board members except Noel Eckberg were present. Also present were Heather Malak, Lana Williams, Elisabeth Meehan, Adam Tabak, Clarence Williams, Eric Hardeman, Lauren Lothringer and Landon Reed.

### **1. CALL TO ORDER**

The meeting was called to order at 10 am.

### **2. TO ELECT 2021 BOARD OFFICERS**

A motion was made by Kelly Speer to elect Seth Sanders as president, Dannette Mostyn as vice president, Kelly Speer as treasurer and Anne Morrow as secretary for the 2021 Board. The motion was seconded by Dannette Mostyn. The motion carried.

### **3. ROLL CALL AND ESTABLISH QUORUM**

Quorum was established.

### **4. TO RECEIVE PUBLIC COMMENT**

Eric Hardeman from the Spring Lodge commented the Lodge would like to host a car show in town and asked about any interest from the District.

### **5. TO APPROVE MINUTES FROM PREVIOUS MEETINGS**

A motion was made by Kelly Speer to approve the February minutes as printed. The motion was seconded by Dannette Mostyn. The motion carried.

### **6. TO PAY THE DISTRICT'S BILLS**

Kelly Speer stated there were no unusual bills. A motion was made by Kelly Speer to approve the District's bills as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #1)

7. TO RECEIVE THE BOOKKEEPER'S REPORT

Kelly Speer stated the revenue for February was \$47,436.97 and the total in Wells Fargo at the beginning of March was \$59,308.96. A motion was made by Kelly Speer to accept the Bookkeeper's report as presented. The motion was seconded by Anne Morrow. The motion carried. (SEE ATTACHMENT #2)

8. TO RECEIVE THE INVESTMENT OFFICER'S REPORT

Kelly Speer stated the interest in TexPool for February was \$5.12. Kelly Speer added the total in TexPool is \$155,756.38. A motion was made by Kelly Speer to accept the Investment officer's report as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #3)

9. TO REVIEW, DISCUSS AND TAKE ACTION ON THE DISTRICT'S 2021-2022 DRAFT BUDGET

Kelly Speer stated she and Anne Morrow met as the budget committee and reviewed the 2021-2022 budget draft. Kelly Speer stated they moved a former employee's salary and unspent line items into marketing and advertising. She added the committee moved money into overspent line items including water and supplies. Kelly Speer stated by removing duplicate line items and with unspent line items, the budget for advertising was increased to \$96,200 for the upcoming fiscal year. A motion was made by Kelly Speer to adopt the District's 2021-2022 budget as presented. The motion was seconded by Dannette Mostyn. The motion carried.

10. TO APPROVE REPAIRS REQUIRED BY THE DISTRICT'S FACILITIES, BUILDINGS AND EQUIPMENT

Seth Sanders stated he is waiting on an invoice for cold weather restroom repairs and they should be under the budgeted amount voted on at the February meeting. Seth Sanders added a power pole fell over in Preservation Park. He stated Eliseo Campos is working on repairs for the Main St restroom's sewer pump. No action.

11. TO REVIEW, DISCUSS AND TAKE ACTION ON SECURITY AT PRESERVATION PARK AND OTHER DISTRICT FACILITIES

Seth Sanders stated the gates are closed but not locked at night in Preservation Park. Anne Morrow stated she thought both entrances are locked at night. Clarence Williams commented from the floor to say the gates are closed to vehicles coming in at night but not going out. Anne Morrow stated people without cars can still go in Preservation Park at night and there are concerns about vandalism and fires. Anne Morrow added surveillance would work better than locks. Dannette Mostyn stated camera systems are not expensive. Kelly Speer stated a gate lock would not be effective. Seth Sanders proposed investigating possible camera options for Preservation Park security. No action.

12. TO REVIEW AND DISCUSS BEAUTIFICATION PROJECTS WITHIN THE DISTRICT

Seth Sanders asked Landon Reed from Harris County for any information on improving the area by the railroad and the nature trail in Preservation Park. Landon Reed commented from the floor the County is working on potential ideas for the nature trail and how the County can help Old Town Spring. No action.

13. TO REVIEW, DISCUSS AND TAKE ACTION ON MARKETING AND ADVERTISING FOR THE DISTRICT

No action.

14. 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 Executive Session at 10:21 am.

The Board resumed into Regular Session at 11:06 am.

15. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.074 TO DISCUSS PERSONNEL MATTERS

16. TO ADOPT A RESOLUTION LIMITING THE EXPENDITURE OF TIME AND UNCOMPENSATED RESOURCES WHEN RESPONDING TO PUBLIC INFORMATION REQUESTS IN ACCORDANCE WITH §552.275 OF THE TEXAS GOVERNMENT CODE  
A motion was made by Kelly Speer to adopt the public information act requests resolution limiting the expenditure of time and uncompensated resources. The motion was seconded by Anne Morrow. The motion carried. (SEE ATTACHMENT #4)

17. TO REVIEW, DISCUSS AND TAKE ACTION ON DISTRICT PERSONNEL MATTERS INCLUDING COMPENSATION, RETENTION, AND HIRING OR TERMINATION OF DISTRICT EMPLOYEES

No action.

18. TO DISCUSS ANY ITEMS TO BE PLACED ON THE AGENDA FOR THE SUBSEQUENT MEETINGS

19. ADJOURNMENT

The meeting was adjourned at 11:10 am.

(SEAL)

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Anne Morrow, Board Secretary

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Prepared by Elisabeth Meehan  
OTSID Office Administrator

ATTACHMENTS:

1. February 2021 Checks list
2. March 2021 Bookkeeper's report
3. March 2021 Investment Officer's report
4. PIA resolution