

# 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, July 14<sup>th</sup> at 10 am** at the Hochzeit Hall at 427 Gentry St, Spring, TX 77373, 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
Dannette Mostyn	Position 3-Vice President
Kelly Speer	Position 4-Treasurer
Mike Rogers	Position 5-Secretary

All of the above Board members except Noel Eckberg were present. Also present were Elisabeth Meehan, Adam Tabak, Lana Williams, Alvin McKnight and Clarence Williams.

#### 1. CALL TO ORDER

The meeting was called to order at 10:00 am.

#### 2. ROLL CALL AND ESTABLISH A QUORUM

Quorum was established.

#### 3. TO RECEIVE PUBLIC COMMENT

Alvin McKnight commented to let shop owners know Masonic Lodge members are willing to help out with labor intensive projects.

#### 4. REVIEW AND TAKE ACTION ON MATTERS RELATING TO CALLING AN ELECTION TO BE HELD ON NOVEMBER 3, 2020:

A motion was made by Kelly Speer to adopt an order for calling an election to be held on November 3, 2020. The motion was seconded by Dannette Mostyn. The motion carried.

- a. APPROVE AN ORDER CALLING FOR AN ELECTION UNDER TEXAS HEALTH AND SAFETY CODE SECTION 775.0345;
- 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 ELECTION SERVICES;
- d. ORDER APPROVING AND APPOINTING AN AGENT FOR THE ELECTION;

- e. ORDER APPOINTING AN EARLY VOTING CLERK AND DEPUTY EARLY VOTING CLERK;
- f. ORDER ESTABLISHING AND DESIGNATING ELECTION PRECINCTS AND POLLING PLACES;
- g. ORDER ESTABLISHING AND DESIGNATING EARLY VOTING POLLING PLACES;
- h. ORDER ADOPTING FORM OF NOTICE OF DISTRICT ELECTION;
- i. TO CONSIDER AND TAKE ACTION ON SUCH OTHER ORDERS, RESOLUTIONS AND RELATED MATTERS AS REQUIRED OR APPROPRIATE TO CALL FOR THE DISTRICT ELECTION.

5. TO APPROVE MINUTES FROM PREVIOUS MEETING(S)

A motion was made by Kelly Speer to approve the June minutes as presented. The motion was seconded by Mike Rogers. The motion carried.

6. TO PAY THE DISTRICT'S BILLS

Elisabeth Meehan stated the only unusual bills were payments for advertising as approved at the previous meeting. A motion was made by Mike Rogers to approve payment of the District's bills. The motion was seconded by Kelly Speer. The motion carried. (SEE ATTACHMENT #1)

7. TO RECEIVE THE BOOKKEEPER'S REPORT

Kelly Speer stated the sales tax revenue for June was \$15,115.35 and the July sales tax revenue was \$20,383.72. A motion was made by Kelly Speer to accept the Bookkeeper's report as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #2)

8. TO RECEIVE THE INVESTMENT OFFICER'S REPORT

Kelly Speer stated the total in TexPool is \$210,588.34 with the June interest of \$37.47. 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 RECEIVE THE QUARTERLY VISITORS BUREAU REPORT

Elisabeth Meehan stated the visitors' report numbers are lower than usual for this quarter due to shut downs related to the Covid-19 pandemic. Elisabeth Meehan added online and phone traffic for the Visitors Bureau are higher this quarter. A motion was made by Kelly Speer to accept the Visitors Bureau as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #4)

10. TO REVIEW AND DISCUSS THE DISTRICT'S SIGNAGE

No action.

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

Seth Sanders stated he spoke with a representative from Pumps of Houston and they are waiting on the new pump through their warranty department. Seth Sanders stated he would keep the District updated on the status of the grinder pump for the Main St restroom. No action.

12. TO DISCUSS BEAUTIFICATION PROJECTS WITHIN THE DISTRICT

No action.

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

No action.

14. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING LIGHTING AND LAMPPOSTS WITHIN THE DISTRICT

Mike Rogers stated he researched LED lights and solar panel options for the lamp posts in the District and replacing them with solar panels would require replacements for the globes on the lamp posts. Mike Rogers stated a new lamp post would cost around \$450 with the new fitting and lamp covers. Kelly Speer asked if there was an option to put the solar panels on the regular globes. Mike Rogers stated he looked into it and didn't find anyone who could do that. Mike Rogers stated the solar panels could be installed without disconnecting the electricity. Mike Rogers suggested ordering one and testing it out on a lamp post that isn't working. A motion was made by Kelly Speer to spend \$500 for a test lamp post. The motion was seconded by Dannette Mostyn. The motion carried.

15. TO REVIEW AND APPROVE EXPENDITURES RELATED TO FALL EVENTS, INCLUDING SAFETY FEST

No action.

16. EXECUTIVE SESSION, PURSUANT TO GOVERNMENT CODE §551.072, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY

The Board went into Executive Session at 10:22 am.

The meeting reconvened into Regular Session at 10:38 am.

17. 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

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

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

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

21. ADJOURNMENT.

The meeting was adjourned at 10:43 am.

(SEAL)

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Mike Rogers, Secretary

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Prepared by Elisabeth Meehan  
OTSID Office Administrator

ATTACHMENTS:

1. June 2020 Checks list
2. July 2020 Bookkeeper's report
3. July 2020 Investment Officer's report
4. July 2020 Quarterly Visitors Bureau report