

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, October 13th 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 Landon Reed, Clarence Williams, Lana Williams, Adam Tabak, Elisabeth Meehan, Alvin McKnight, Anne Morrow and Rudy Geodeke.

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 say the Spring Masonic Lodge plans to have a car show in the Spring and would like to have a car parade at the end to gather more attention to Old Town Spring.

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

No action.

5. TO APPROVE MINUTES FROM PREVIOUS MEETING(S)

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

6. TO PAY THE DISTRICT'S BILLS

Kelly Speer stated the annual audit bill is reflected in the September bills, along with the higher than usual legal bills, and some of the annual insurance bills are paid in September and October. A motion was made by Kelly Speer to approve and pay 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 sales tax revenue for September was \$24,236.27, which is up from the prior month, and the total in Wells Fargo at the beginning of the month was \$29,027.44. Kelly Speer added the October income was higher than September, but the District may want to discuss a transfer from TexPool to Wells Fargo for the upcoming advertising. 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 interest in TexPool for September was \$25.57 and the total in TexPool is currently \$210,682.75. 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 presented the Visitors Bureau report for the third quarter and stated the number of visitors to the Visitors Bureau was still low compared to prior years but up from the previous quarter. Elisabeth Meehan added the amount of phone calls and web traffic has increased due to COVID. A motion was made by Kelly Speer to accept the quarterly Visitors Bureau report as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #4)

10. TO REVIEW AND DISCUSS SIGNAGE WITHIN THE DISTRICT

No action.

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

Elisabeth Meehan stated the maintenance staff mentioned repairs required of the District's tractor. Seth Sanders stated he would keep investigating the status of the under warranty grinder pump replacement for the Main St restroom. A motion was made to budget \$1,500 for repairs needed for the District's tractor. The motion was seconded by Kelly Speer. The motion carried.

12. TO DISCUSS BEAUTIFICATION PROJECTS WITHIN THE DISTRICT

No action.

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

Seth Sanders stated ads promoting Old Town Spring and Home for the Holidays have started airing and will continue airing through the first week of December. Seth Sanders added the District's ad agency Hallaron is doing some additional filming in Old Town Spring today. Kelly Speer stated the bills for advertising have not been received yet but are expected. No action.

14. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE INSTALLATION, REPAIR AND MODIFICATION OF LIGHTING AND LAMPPOSTS WITHIN THE DISTRICT

Seth Sanders asked if there are any updates on the lamp posts. Mike Rogers stated it would be best to repair non-working lamp posts as needed rather than spend \$600 a piece for a solar lamp for every lamp post in town. Kelly Speer stated eventually changing all the bulbs to LED might save on costs for lamp post owners in the future. No action.

15. TO REVIEW AND APPROVE EXPENDITURES RELATED TO EVENTS, INCLUDING HOME FOR THE HOLIDAYS

Kelly Speer stated the Masonic Lodge has volunteered to help the maintenance staff put up the lamp post candy canes around town. Elisabeth Meehan stated the contract for the carriage rides is prepared for this year's rides at the same price as the prior year. No action.

16. TO REVIEW AND DISCUSS AND TAKE ACTION ON REAL ESTATE MATTERS

No action.

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

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

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

The Board went into Executive Session at 10:21 am.

The Board resumed into Regular Session at 10:36 am.

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

No action.

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

22. ADJOURNMENT

The Board meeting adjourned at 10:37 am.

(SEAL)

Mike Rogers, Secretary

Prepared by Elisabeth Meehan
OTSID Office Administrator

ATTACHMENTS:

1. September 2020 Checks list
2. October 2020 Bookkeeper's report
3. October 2020 Investment Officer's report
4. 3rd Quarter Visitors Bureau report