Old Town Spring Improvement District
P.O. Box 1952 * Spring, Texas 77383 * (281) 288-8177 * www.oldtownspringshopping.com * otsid606@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, September 15, 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:

Jonathan Grant	Position 1 – Secretary
Cristy Wernick	Position 2 - Director
Casey Kosh	Position 3 - Director
Anne Morrow	Position 4 – Treasurer
James Sharp	Position 5 – President

All Board Members were present.

A Quorum was established.

Also attending:

Arlecia Thomas – Admin OTSID
Thomas Velez – Legal
Alida Gibson – Business Owner
Dr. Marisela Jimenez – Eco Dev Partnership
Mark Holmes – Wunsche Brothers
Russell Kalovsek – Harper & Grayson
Denise Walker – Business Owner
Clarence Williams – Business Owner
Rachael Cehand – Business Owner
Russell Morse – Resident
C. Loera – Business Owner
Christian Rumscheidt – Rumscheidt, Inc
Dannette Mostyn – Business Owner
Mark Kinkaid – Business Owner
Jacki McKain – Wunsche Brothers
Tom – Wunsche Brothers
Serena Strah – Business Owner
Connie Oullette – Business Owner
Mary Pope – Business Owner
Matt Potter – Business Owner
Ursula Sledge – Business Owner
Natalie Kelly – Business Owner

1. **Call to Order.**
   President James Sharp called the meeting to order at 10:02am.

2. **To receive public comments.**
   There were no public comments.

3. **To receive, discuss and approve minutes from prior meeting(s) – August 18, 2026.**
   A motion was made by President James Sharp and seconded by Director Jon Grant to approve the minutes for August 18, 2026. The motion was unanimously approved as presented.

4. **To review, discuss and take action to amend the District's budget.**

A motion was made by Director Anne Morrow and seconded by Director Jon Grant to accept the amended mid-year District budget. The motion was unanimously approved as presented.

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

A motion was made by President James Sharp and seconded by Director Jon Grant to approve the bills for August. The motion was unanimously approved as presented.

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

Director Anne Morrow reported that the District received $27,511.71, which is a decrease of $1,092.45 from last year. The District budgeted receiving $31,000 per month and has received on average $29,965.61 monthly.

A motion was made by Director Anne Morrow and Seconded Director Jon Grant to approve the Bookkeeper's report. The motion was unanimously approved as presented.

7. **To receive, discuss and approve the September Investment Officer's Report for August.**

Director Anne Morrow reported that the TexPool Investment account had $177,812.36 at the beginning of the month with $553.67 interest earned.

A motion was made by Director Anne Morrow and seconded by Director Jon Grant to approve the Investment Officer's Report. The motion was unanimously approved as presented.

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

No action taken.

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

Business owner Matt Potter stated that they are reaching out to get ideas for corporate sponsorships for Hometown Holiday planning.

Director Cristy Wernick announced that there will be an upcoming tour in October.

No action taken.

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

Russell Kalousek from Harper & Grayson reported that during the month of August Facebook and Instagram combined had 121,428 views, 4,997 interactions across 47 posts and gained 315 new followers, bringing the combined audience to 15,603 followers. Harper & Grayson will continue to prioritize content that helps visitors plan a trip, discover businesses, and experience the personality of the district while improving their ability to turn strong reach and engagement into measurable digital traffic. Mr. Kalousek also encouraged OTS business owners to sign up and post their business on the "Content Hub."

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

Arlecia Thomas reported that the carport was reassembled after the canisters were moved at the cost of $600. There will be a cost of $150 to replace an electrical outlet in the outdoor restroom at the office.

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

President James Sharp reported that both the push and riding lawnmowers need to be repaired.

13. To review, discuss and take action on lampposts, including repairs.

Director Anne Morrow reported that several of the brackets on the lampposts are broken or worn and need to be replaced.

A motion was made by Director Anne Morrow and seconded by Director Jon Grant to replace the brackets in phases spending up to 2,500 during each phase. The motion was unanimously approved as presented.

14. To review, discuss, and take action regarding the approval of funding for the replacement and/or installation of flooring in the public restrooms.

Director Anne Morrow presented the board with proposals from several flooring companies to replace the flooring in the public restrooms.

A motion was made by Director Anne Morrow and seconded by Director Jon Grant to use Stampede Coatings to replace the floors in the public restrooms, spending up to $6,733. The motion was unanimously approved as presented.

15. To review, discuss and take action to approve advertising and Website Management Add-On through Harper Grayson.

Director Anne Morrow presented to the Board a proposal to allow Harper & Grayson to maintain our website to enhance the website and help with advertising META for OTS.

A motion was made by Director Anne Morrow and seconded by Director Jon Grant to allow Harper & Grayson to manage the OTS website for an additional $399 a month. The motion was unanimously approved as presented.

16. To review, discuss, and take possible action regarding upgrading or redeveloping the Old Town Spring website, including functionality, content, tourism and merchant information, events, marketing, administration, and associated costs.

President James Sharp suggested that this item be tabled in order to give Harper & Grayson time to make adjustments to the website.

Director Casey Kosh insisted that the website be revamped and modified because it is difficult to navigate through. The current website needs to be properly categorized; he suggested bringing in experts to see what can be done.

Russell Kalovsek stated that OTS only approved Harper & Grayson to manage OTS's social media. OTS needs a plan to approve and see what can be done to update the website.

Director Casey Kosh asked if any board members can talk to Harper & Grayson?

Director Anne Morrow stated that in the last 6 years she has been working with Halerun, ComCast and other companies to update the website, manage social media and advertising. Several companies were interviewed before the board decided on one. This is an ongoing effort.

Director Casey Kosh asked will there will be tangible changes made within 6 months?

Russell Kalovsek replied it depends on the board's approval.

Director Jon Grant stated that for $399 a month Harper & Grayson will manage the website by updating it with photos, directory, etc. instead of spending thousands of dollars redoing the website let's look at what can be done with the existing website.

No action was taken.

17. **To review, discuss and take possible action regarding relocation of the Visitors Bureau to the museum building, including approval of the relocation and any associated costs, improvements, furnishings, equipment, signage, utilities, or other expenses.**

President James Sharp stated that this is not something we need to discuss now. We first need to meet with county and amend the lease agreement.

Director Casey Kosh stated that one of us needs to work with county.

Director Jon Grant stated that he is currently working with county.

18. **To review, discuss, and take possible action regarding contractor and vendor approval procedures, required documentation, verification of completed work, and payment procedures.**

President James Sharp stated that this is on the agenda because the board approved funds to put a/c's in the public restrooms. Due to miscommunication with board members the vendor was paid in full upfront and disappeared. At a later date the board will approve additional funds and move forward with a different vendor. Casey Kosh provided 10 items to follow when using a new vendor.

No action was taken.

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

Paige Lemm from Precinct 3 announced that the Precinct will be hosting fall events, movie nights monthly. Look at the calendar for details. October 3rd at Dennis Johnson Park will be a family-friendly event. There will be a big fall fest at Burroughs Park in Tomball. Monitor the website for events.

Use the website if we have problems.

The Precinct only hosts events at their parks. Their focus is on encouraging people to enjoy the parks. Director Anne Morrow will send flyers to share.

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

The board did not go into closed session pursuant to Government Code §551.072.

21. **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 did not go into closed session pursuant to Government Code §551.071.

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

The board did not go into closed session pursuant to Government Code §551.074.

23. 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, the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

The board did not go into closed session pursuant to Government Code §551.089.

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

No action taken.

25. 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.

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

27. Adjournment.

The meeting was adjourned at 10:43am.

ATTACHMENTS

1. **October Investment Report**
2. **October Bookkeeper Report**
3. **September Check Detail Report**

X _____

Secretary - Jon Grant

X _____

Prepared by Arlecia Thomas
OTSID Office Administrator

Old Town Spring Improvement District

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

September 2026

INVESTMENT REPORT
Period:

April 30- 2025, – March 31, 2026
TEXPOOL INVESTMENTS ACCOUNT

Month	Interest	% Rate	Net Value	Balance
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
April 30, 2026	526.59	3.6662%	1.00	$175,642.36
May 31, 2026	540.65	3.6241%	1.00	$176,183.01
June 30, 2026	528.11	3.6492%	1.00	$176,711.12
July 31, 2026	547.57	3.6888%	1.00	$177,258.69
August 31, 2026	553.67	3.7004%	1.00	$177,812.36
September 30, 2026	549.36	3.8706%	1.00	$178,361.72

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

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October
BOOKKEEPER REPORT

SALES TAX REVENUE—October 2026 -- $33,596.50 Increase of $10,592.39
Total Fiscal Year—2024-2025 – $23,004.11
Total Fiscal Year---2023-2024 -- $26,203.58

SALES TAX REVENUE—September 2026 -- $27,511.71 Decrease of $1,092.45
Total Fiscal Year—2024-2025 – $28,604.16
Total Fiscal Year---2023-2024 -- $22,600.50

SALES TAX REVENUE—August 2026 -- $30,023.07 Decrease of $9,250.12
Total Fiscal Year—2024-2025 – $39,273.19
Total Fiscal Year---2023-2024 -- $22,553.55

SALES TAX REVENUE—July 2026 -- $34,265.59 Increase of $8,239.86
Total Fiscal Year—2024-2025 – $26,025.73
Total Fiscal Year---2023-2024 -- $24,198.11

SALES TAX REVENUE—June 2026 -- $33,071.09 Increase of $4,072.88
Total Fiscal Year—2024-2025 – $28,998.21
Total Fiscal Year---2023-2024 -- $40,132.16

SALES TAX REVENUE—May 2026 -- $31,802.28 Increase of $1,547.30
Total Fiscal Year—2024-2025 – $30,254.98
Total Fiscal Year---2023-2024 -- $22,511.18

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

AVERAGE THIS FISCAL YEAR: (7 months) $30,484.31

The budget for 2026-2027 Fiscal Year is based on expected revenue of $31,000 per month.

Balance in account at Wells Fargo Bank as of October 1, 2026 -- $130,749.38

Balance in TexPool Investment Account as of October 1, 2026 -- $178,361.72

All invoices for the month of September have been paid.

Respectfully submitted,

(SEAL)

Anne Morrow
Financial Officer

Arlecia Thomas
Office Administrator

Old Town Spring Improvement District
Check Detail
September 2026

Type	Name	Account	Paid Amount
Annual	Intuit	Annual Fee	$ 2,613.15
Annual	Frank Williamham Insurance Agency	Marine Inland Insurance - Equipment	$ 750.00
Annual	Frank Williamham Insurance Agency	Directors' Insurance	$ 544.00
Annual	Frank Williamham Insurance Agency	Commercial G/L Insurance	$ 9,947.76
Annual	Active Internet Technologies, LLC*	Communications Network	$ 750.00
Annual	Texas Mutual Insurance Company	Workers Compensation Insurance	$ 1,756.00
Annual	Frank Williamham Insurance Agency	Director bond insurance	$ 92.50
Annual	Frank Williamham Insurance Agency	Director bond insurance	$ 135.00
Annual Total			$ 16,588.41
Extraordinary	Green and White Automotive	Passenger window motor	$ 671.00
Extraordinary	Amazon	Baby changing liners	$ 43.78
Extraordinary	Kroger	Water and gatorade	$ 22.90
Extraordinary	Gerardo Moreno	Move containers	$ 975.00
Extraordinary	Harbor Freight	Steel loading ramp	$ 92.00
Extraordinary	Home Depot Credit Services	Trash bags, paper towels, GFCI outlet	$ 181.99
Extraordinary	Stampede Coatings, LLC	Restroom Floor Repairs - Deposit	$ 3,367.00
Extraordinary	Ace Hardware	Windshield wipers	$ 8.59
Extraordinary	Eliseo Casares	Carport	$ 600.00
Extraordinary	Eliseo Casares	Electrical repair - Ofc RR	$ 150.00
Extraordinary	Eliseo Casares	Repair riding lawnmower	$ 350.00
Extraordinary	Ralph Bernal Jr	Move Shed	$ 1,000.00
Extraordinary Total			$ 7,462.26
Monthly	Wells Fargo	Safety Deposit Box	$ 0.27
Monthly	Harper Grayson Communications	Website Management	$ 399.00
Monthly	Harper Grayson Communications	Social Media	$ 2,499.00
Monthly	Payroll	Payroll Liabilities	$ 1,703.26
Monthly	Nexus Disposal	Trash/Recycling	$ 233.25
Monthly	Wex Bank	Fuel	$ 207.37
Monthly	Intuit	Monthly Fee	$ 22.73
Monthly	NRG Energy	Office Electricity	$ 166.98

Old Town Spring Improvement District
Check Detail
September 2026

Monthly	NRG Energy	Restroom Electricity	$	60.22
Monthly	everOn/ ADT Commercial	Office Alarm	$	81.18
Monthly	NRG Energy	Streetlights Electricity	$	30.70
Monthly	T Moblie+	3 Cell Phones	$	75.27
Monthly	Payroll	Payroll	$	3,115.32
Monthly	Coveler & Peeler	Legal fees	$	3,853.36
Monthly	Prime ITS, Inc.	Monthly Maintenance Fee	$	69.00
Monthly	Xtreme Hygiene	Restroom Cleaning	$	348.00
Monthly	Payroll	Payroll	$	3,144.92
Monthly Total			$	16,009.83
Quarterly	HdL Companies	Sales Tax Consulting Fee	$	639.00
Quarterly Total			$	639.00
Grand Total			$	40,699.50