

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 the **11th of December 2018** at 9:00 am at the OTSID office, 606 Spring Cypress Rd., 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 Dannette Mostyn were present. Also present were Lana Williams, Elisabeth Meehan, Alvin McKnight, Clarence Williams and Landon Reed.

1. CALL MEETING TO ORDER.

The meeting was called to order at 9:02 am.

2. REVIEW AND TAKE ACTION ON MATTERS RELATING TO CALLING AN ELECTION TO BE HELD ON DECEMBER 15, 2018.

No action.

3. TO RECEIVE PUBLIC COMMENT.

No comments.

4. TO APPROVE MINUTES FROM PREVIOUS MEETING(S).

A motion was made by Kelly Speer to approve the minutes as presented. The motion was seconded by Noel Eckberg. The motion carried.

5. TO PAY THE DISTRICT'S BILLS.

The Board received the list of bills and new invoices, including two for election expenses, one for lamppost repair and one for landscaping services. Elisabeth Meehan stated the landscaping related invoice for Eliseo Casares was for removal of the dead tree behind the District office. The total invoice for services was \$1,000, which was the lowest of the three bids the District received. Seth Sanders presented an invoice for BEC Electric for a total rewiring of one of the District's lampposts on Main St. Seth Sanders stated he noticed the lamppost was completely stripped of internal wiring when he tried to attach it to a power source. Seth Sanders submitted the BEC Electric invoice and stated due to time constraints, he paid the bill to BEC Electric and would need a reimbursement for himself for the bill total of \$450. A motion was made by Kelly Speer to approve all the district's bills for payment. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #1)

6. TO RECEIVE THE BOOKKEEPER'S REPORT.

Kelly Speer stated the November revenue was \$25,515.63. A motion was made by Kelly Speer to approve the Bookkeeper's report. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #2)

7. TO RECEIVE THE INVESTMENT OFFICER'S REPORT.

Kelly Speer stated the interest in TexPool for November was \$325.09, making the total \$179,879.04. A motion was made by Kelly Speer to approve the Investment Officer's report. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #3)

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

No action.

9. TO APPROVE BEAUTIFICATION PROJECTS WITHIN THE DISTRICT.

No action.

10. TO APPROVE THE PURCHASE OF RADIO, TV AND PRINT ADVERTISING FOR THE DISTRICT.

No action

11. TO REVIEW AND RENEW THE LEASE FOR THE TEMPORARY RESTROOM ON PRESTON ST.

Mike Rogers stated the temporary restroom is on a month to month contract and suggested postponing the renewal of it for January and February. Seth Sanders stated the Board could reconsider the temporary restroom situation before April and May in anticipation of spring season crowds. A motion was made by Kelly Speer to not renew the temporary restroom lease for January and February 2019. The motion was seconded by Noel Eckberg. The motion carried.

12. TO DISCUSS THE LEASE OR ACQUISITION OF REAL PROPERTY FROM HARRIS COUNTY FOR CONSTRUCTION OF A NEW RESTROOM FACILITY ON MAIN STREET.

No action.

13. TO REVIEW AND APPROVE THE DESIGN AND CONSTRUCTION OF A RESTROOM FACILITY ON MAIN STREET.

No action.

14. TO REVIEW, DISCUSS AND TAKE ACTION ON PAYMENT AND FINANCING OPTIONS FOR THE CONSTRUCTION OF NEW RESTROOM FACILITIES.

No action.

15. TO APPROVE A BUDGET AND RELATED EXPENDITURES FOR THE 2018 HOME FOR THE HOLIDAYS FESTIVAL.

16. 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 Executive Session held.

17. TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REGARDING REAL ESTATE MATTERS.

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

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

20. ADJOURNMENT.

The meeting adjourned at 9:20 am.

(SEAL)

Mike Rogers, Secretary

Prepared by Elisabeth Meehan
OTSID Office Administrator

ATTACHMENTS:

1. November 2018/December 2018 Checks list
2. December 2018 Bookkeeper's report
3. December 2018 Investment Officer's report