

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 **9th of July, Thursday** 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 Seth Sanders were present. Also present were Lana Williams, Clarence Williams, John Peeler, Kent Clingerman, Kevin Markowski, Ursula Sledge, Elizabeth Davenport and Alvin McKnight.

1. CALL MEETING TO ORDER.

The meeting was called to order at 9:00 am.

2. TO RECEIVE PUBLIC COMMENT.

No comments.

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

A motion was made by Dannette Mostyn to approve the minutes from the June meeting as presented. The motion was seconded by Noel Eckberg. The motion carried.

4. TO PAY THE DISTRICT'S BILLS.

A motion was made by Kelly Speer to pay the District's bills as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #1)

5. TO RECEIVE THE BOOKKEEPER'S REPORT.

Kelly Speer stated the revenue in June was \$164,125.71 and \$100,000 had been moved into the District's TexPool savings account to keep the District's Wells Fargo account under the FDIC deposit insurance limit. 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)

6. TO RECEIVE THE INVESTMENT OFFICER'S REPORT.

Kelly Speer stated the interest in June was \$385.13, making the total in TexPool with the Wells Fargo transfer \$257,147.82. A motion was made by Kelly Speer to approve the Investment officer's report as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #3)

7. TO RECEIVE THE VISITORS BUREAU QUARTERLY REPORT.

The Board received the quarterly Visitors Bureau report with totals of visitors to the Spring Historical Museum and the Visitors Bureau. The total in April was 263, in May 308 and the total in June was 298. Visitors primarily came from Texas and visitors outside the US came from Mexico, Sweden, Columbia, Japan, France, Norway, Scotland and Canada. A motion was made by Kelly Speer to approve the Visitors Bureau report as presented. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #4)

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

Mike Rogers stated there were drainage issues and damages surrounding a ditch in Preservation Park and suggested the Board should investigate the area. Dannette Mostyn asked if the location was on an individual owner's land, restricting the District's ability to interfere. Mike Rogers clarified the location of the drainage problem at the entrance to the park at the end of Midway St. Dannette Mostyn stated the area was county owned and a county responsibility. Dannette Mostyn stated she would look at it after the meeting. No action.

9. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE PURCHASE OF VEHICLES AND EQUIPMENT FOR THE DISTRICT.

No action.

10. TO APPROVE BEAUTIFICATION PROJECTS WITHIN THE DISTRICT.

Kelly Speer made a request for the District to approve the purchase of paint for the exterior of the museum as beautification. A motion was made by Kelly Speer to budget \$1,500 for the purchase of paint for the beautification of the Spring Historical Museum exterior. The motion was seconded by Noel Eckberg. The motion carried.

11. TO ENGAGE A MARKETING CONSULTANT FOR THE DISTRICT.

No action.

12. TO REVIEW AND APPROVE MARKETING EXPENDITURES FOR THE DISTRICT, INCLUDING THE PURCHASE OF RADIO, TV, PRINT, ONLINE AND SOCIAL MEDIA ADVERTISING.

Kelly Speer stated Seth Sanders reported the PSAs with the Spring Fire Department will be filmed this week. No action.

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

Mike Rogers read a status update from Seth Sanders who was absent from this Board meeting. Mike Rogers stated a surveyor is getting correct boundaries for the area. No action.

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

No action.

15. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE SOLICITATION OF CONTRACTORS FOR THE CONSTRUCTION OF THE RESTROOM FACILITY ON MAIN STREET.

No action.

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

No action.

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.

No Executive Session held.

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

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

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

Mike Rogers proposed adding a line to discuss the Home for the Holidays festival.

21. ADJOURNMENT.

The meeting adjourned at 9:15 am.

(SEAL)

Mike Rogers, Secretary

Prepared by Elisabeth Meehan
OTSID Office Administrator

ATTACHMENTS:

1. June 2019 Checks list
2. July 2019 Bookkeeper's report
3. July 2019 Investment Officer's report
4. Second Quarter Visitors Bureau report