

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 **8th day of May 2017** at 5:00 pm 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 Mike Rogers were present. Quorum was established. Also in attendance were Julie Butterfield, Richard Speer, Elsa Barret, Sue Mallott, Landon Reed, Elisabeth Meehan, Al McKnight, David Mallott, Brad Stees, Clarence Williams, Gloria Williams, Shirley Clayton, Katherine Turner, Rachel Goodlad, Joe Webb, and Stacie Johnson.

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:00 pm.

2. TO RECEIVE PUBLIC COMMENT.

Seth Sanders opened the floor for any public comments. Al McKnight, from the Spring Masonic Lodge, commented the Lodge members are willing to help the District in any way to improve the town. Brad Stees, the owner of Envy Wine Room, commented the District should not pay for a parking lot unless it is accessible to customers during all store hours. Clarence Williams commented the League, which currently leases the Park from Don Bayer, voted to shut off all entrances except for Spring School Road to Preservation Park. Seth Sanders stated the Board should discuss this further in the meeting. Joe Webb commented he liked the lack of street closures at this past Crawfish festival. He also commented he is concerned about fire safety in general. Seth Sanders stated a representative from the Fire Department wants to discuss that with the Board and the District. He added it should be scheduled as a special meeting in the future.

3. TO REVIEW, DISCUSS AND TAKE ACTION TO APPROVE MINUTES FROM THE MONTHLY BOARD MEETING HELD ON APRIL 10, 2017.

A motion was made by Kelly Speer to accept the minutes from April 10, 2017 as presented. The motion was seconded by Dannette Mostyn. The motion carried.

4. TO REVIEW, DISCUSS AND TAKE ACTION TO PAY THE DISTRICT'S BILLS.

A motion was made by Kelly Speer to accept and pay the April bills, including the invoice from Coveler and Peeler. The motion was seconded by Dannette Mostyn. The motion carried. (SEE ATTACHMENT #1)

5. TO REVIEW, DISCUSS AND TAKE ACTION TO RECEIVE AND APPROVE THE BOOKKEEPER'S REPORT.

Kelly Speer stated the District has a total of \$56,041.06 in Wells Fargo at the beginning of the month and the total in TexPool is \$224,892.11. 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)

6. TO REVIEW, DISCUSS AND TAKE ACTION TO RECEIVE AND APPROVE THE INVESTMENT OFFICER'S REPORT.

Kelly Speer stated the District received \$131.57 in interest in TexPool. 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 A REPORT FROM THE ADVERTISING AND MARKETING COMMITTEE.

Seth Sanders stated he and Kelly Speer were the advertising committee and did some research. Kelly Speer reported they looked into doing a Chamber of Commerce type commercial, similar to what Port Aransas and Rockport have done. Kelly Speer described the type of commercial and noted they found three cost estimates. Kelly Speer stated one of them would make a commercial for \$10,000, one for \$15,000, and the third for \$600. Kelly Speer stated this third option by Greg Sitter, who used to make commercials for the League, is the least expensive option. Kelly Speer reported she also talked to a few TV channels about air time and gave the example of Channel 13 airing afternoon ads for \$250 an ad. Kelly Speer added she and Seth Sanders were also looking into radio ads. Adam Tabak suggested having a special meeting on advertising and marketing to authorize payments. No action taken.

8. TO RECEIVE A REPORT FROM THE BEAUTIFICATION COMMITTEE.

Kelly Speer reported she and the maintenance staff planted flowers and put out the rocks in front of the building. Kelly Speer added the maintenance staff will be painting the outside floor of the building. Kelly Speer stated she and Noel Eckberg will be speaking to landowners about the maintenance staff putting flowers in available areas in town. Sue Mallott spoke from the floor and stated the Spring Historical Society is raising money to put a train in front of the Museum. Kelly Speer asked Sue Mallott if two Board members could discuss landscaping by the museum with Sue Mallott. No action taken.

9. TO REVIEW, DISCUSS AND TAKE ACTION TO CHANGE THE REGULAR MEETING DATE AND TIME.

The Board members present discussed possible options for a new regular meeting date. A motion was made by Kelly Speer to hold future regular meetings of the District on the first Tuesday of every month at 9 am. The motion was seconded by Noel Eckberg. The motion carried.

10. TO REVIEW, DISCUSS AND TAKE ACTION ON THE DISTRICT'S 2015 PRESERVATION PARK RESOLUTION.

Seth Sanders stated the Board is streamlining its budget and one issue encountered is the 20% fund for Preservation Park. Kelly Speer stated the resolution sets a bad precedent for the League or any nonprofit to try to claim part of the revenue. Adam Tabak spoke from the floor and said the Board has no contractual obligation to have a fund and make payments to anyone. A motion was made by Kelly Speer to eliminate the 20% fund resolution. The motion was seconded by Dannette Mostyn. The motion carried.

11. TO REVIEW, DISCUSS AND TAKE ACTION ON REPAIRS REQUIRED BY THE DISTRICT'S FACILITIES, BUILDINGS AND EQUIPMENT.

No discussion or action taken.

12. TO REVIEW, DISCUSS AND TAKE ACTION TO MAKE ANY REQUIRED OR REQUESTED ADJUSTMENTS TO THE 2017-2018 DISTRICT BUDGET.

A motion was made by Kelly Speer to table this for a special meeting regarding the budget. The motion was seconded by Dannette Mostyn. The motion carried.

13. TO REVIEW, DISCUSS AND TAKE ACTION FOR THE CONSTRUCTION OR INSTALLATION OF A NEW FACILITY ON LAND OWNED BY HARRIS COUNTY BETWEEN THE SPOTTED PONY AND SAM'S ANTIQUES, OR AT OTHER LOCATIONS NOT OWNED OR CONTROLLED BY THE DISTRICT.

Landon Reed from Harris County described how the District should proceed with contacting Facilities and Property Management and stated he would email the link to the District. Seth Sanders stated there are several locations where restrooms could be built. Speaking from the floor, Clarence Williams stated the contractor who built the Preservation Park restroom could replicate the restroom for an estimated cost of \$40,000. A motion was made by Kelly Speer to follow the procedure for filing with FPM. The motion was seconded by Dannette Mostyn. The motion carried.

14. TO REVIEW, DISCUSS AND TAKE ACTION ON PAYMENTS TO THE SPRING PRESERVATION LEAGUE FOR THE PRESERVATION PARK LEASE FOR THE 2017-2018 FISCAL YEAR.

No discussion or action taken.

15. EXECUTIVE SESSION, PURSUANT TO CHAPTER 551 OF THE TEXAS GOVERNMENT CODE, TO DISCUSS LEGAL MATTERS DETERMINED BY DISTRICT COUNSEL WHICH PURSUANT TO THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS REQUIRES PRIVATE CONSULTATION WITH THE DISTRICT.

The Board convened into Executive Session with their attorney at 5:56 pm

The Board resumed regular session at 6:37 pm. No motion made.

16. TO DISCUSS ANY ITEMS TO BE PLACED ON THE AGENDA FOR THE NEXT MEETING TO TAKE PLACE ON JUNE 12, 2017.

Seth Sanders stated as resolved in item nine, this meeting will take place on Tuesday, June 6 at 9 am.

- To review, discuss and take action for the construction or installation of a new facility on land owned by Harris County between The Spotted Pony and Sam's antiques, or at other locations not owned or controlled by the District.
- To review, discuss and take action on payments to the Spring Preservation League for the preservation park lease for the 2017-2018 fiscal year.

17. ADJOURNMENT.

A motion was made by Kelly Speer to adjourn. The motion was seconded by Noel Eckberg. The meeting adjourned at 6:50 pm.

(SEAL)

Mike Rogers, Secretary

Prepared by Elisabeth Meehan
OTSID Office Administrator

ATTACHMENTS:

1. April Check Detail
3. May Bookkeeper's Report
3. May Investment Officer's Report