

# Old Town Spring Improvement District



P.O. Box 1952 \* Spring, Texas 77383 \* (281) 288-8177 \* oldtownspringshopping.com \* otsidtx@gmail.com

## 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 **9<sup>th</sup> of October 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 were present. Also present were Ursula Sledge, Clarence Williams, Landon Reed, Adam Tabak, Elisabeth Meehan, Sue Mallott, Alvin McKnight, Mark Burroughs, Scott Seifert and Lana Williams.

#### 1. CALL MEETING TO ORDER.

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

#### 2. REVIEW AND TAKE ACTION ON MATTERS RELATING TO CALLING AN ELECTION TO BE HELD ON NOVEMBER 6, 2018.

A motion was made by Kelly Speer to approve and pay the cost of \$594 to Harris County to pay for the District's election. The motion was seconded by Mike Rogers. The motion carried.

#### 3. TO RECEIVE PUBLIC COMMENT.

Ursula Sledge commented she likes the District's Old Town Spring TV ads but she didn't personally see any effect on her business and wanted to see more social media promoting Old Town Spring.

Clarence Williams commented the District's TV ads were not worth the District's funds spent on them.

Alvin McKnight commented many people found out about the car show through social media.

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

A motion was made by Kelly Speer to approve the minutes of the September meeting. The motion was seconded by Noel Eckberg. The motion carried.

#### 5. TO PAY THE DISTRICT'S BILLS.

A motion was made by Mike Rogers to approve and pay the District's bills. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #1)

**6. TO RECEIVE THE BOOKKEEPER'S REPORT.**

Kelly Speer stated the District received \$19,134.57 in September, a revenue total down from the previous month. A motion was made by Kelly Speer to approve the Bookkeeper's report as presented. 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 District received \$344.66 in interest in September, making the total \$179,227.63 after a transfer to Wells Fargo. A motion was made by Kelly Speer to approve the Investment officer's report as presented. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #3)

**8. TO RECEIVE THE QUARTERLY VISITORS BUREAU REPORT.**

Elisabeth Meehan stated visitors to Old Town Spring internationally came from South Africa, El Salvador, Argentina, Saudi Arabia, Germany, Mexico, Pakistan and Ecuador, and the majority of visitors overall came to Old Town Spring from Houston. A motion was made by Kelly Speer to accept the Visitors Bureau report as presented. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #4)

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

Mike Rogers showed the Board a bid to remove the dead tree behind the District office. Seth Sanders stated the bid is \$1,100 to remove the tree, with \$300 more to remove the stump. Mike Rogers stated the District should look into other bids and the maintenance staff should look at the window on the building's second story for possible rust damages. No action.

**10. TO APPROVE BEAUTIFICATION PROJECTS WITHIN THE DISTRICT.**

No action.

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

No action.

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

Seth Sanders stated the design for the Main St restroom is finished and it is on its way to Harris County. Mike Rogers asked to get copies of the design to start getting bids from contractors. Seth Sanders stated the County is also looking at the utility easement on Preston for a replacement restroom.

**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.

Mike Rogers asked if the Board had a final carriage contract for Home for the Holidays. Elisabeth Meehan stated the carriage company will send it. Elisabeth Meehan stated Ursula Sledge from the Spring Preservation League's Home for the Holiday's committee emailed the District the dates for putting up the tree and stage and she would go over the timeline with the District's maintenance staff. No action.

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.

The Board went into Executive Session for items 16-18 at 9:24 am.

The Board resumed into Regular Session at 9:47. No action.

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 9:50 am.

(SEAL)

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Mike Rogers, Secretary

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Prepared by Elisabeth Meehan  
OTSID Office Administrator

ATTACHMENTS:

1. September and October 2018 Check Detail
2. October 2018 Bookkeeper's report
3. October 2018 Investment Officer's report
4. October 2018 Quarterly Visitors Bureau report