

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 of May 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 in attendance were Sue Mallott, Clarence Williams, Scott Seifert, Elisabeth Meehan and Landon Reed.

1. CALL MEETING TO ORDER.

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

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

A motion was made by Mike Rogers to approve the April 2018 minutes as presented. The motion was seconded by Dannette Mostyn. The motion carried.

3. TO PAY THE DISTRICT'S BILLS.

Kelly Speer stated the District had not yet received an invoice from its legal counsel and proposed postponing approval of this month's payment to legal until the invoice is received. A motion was made by Mike Rogers to approve all bills with invoices received. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #1)

4. TO RECEIVE THE BOOKKEEPER'S REPORT.

Kelly Speer stated the Bookkeeper's report reflects the revenue for the new fiscal year and noted the April revenue this year was \$7,519.00 higher than the April revenue at the start of the previous fiscal year. Clarence Williams commented from the floor he believes the recent Taco festival had a higher than usual revenue this year. Seth Sanders asked Kelly Speer to ask the State Comptroller about sales tax revenue relating to festivals which take place in town, but may pay taxes outside the District. A motion was made by Mike Rogers to accept the Bookkeeper's report as presented. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #2)

5. TO RECEIVE THE INVESTMENT OFFICER'S REPORT.

Kelly Speer reported the District's TexPool interest was \$311.90, making the total \$227,473.50. A motion was made by Kelly Speer to accept the Investment Officer's report as presented. The motion was seconded by Noel Eckberg. The motion carried. (SEE ATTACHMENT #3)

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

Kelly Speer asked if the District's maintenance staff has started working on building a railing in front of the museum restroom. Seth Sanders stated he met with maintenance staff the week prior to the Board meeting and has discussed railing ideas with them. Seth Sanders added they would work on the railing the next time two employees are working the same day. Seth Sanders stated he and Landon Reed discussed the backside of the museum restroom and are going to order car stops instead of bollards. Dannette Mostyn stated Nathan Laviage, the former owner of Wunsche Bros passed away. A motion was made by Kelly Speer to put his name on a plaque and add it to the Old Town Spring memorial plaque in Preservation Park. The motion was seconded by Noel Eckberg. The motion carried.

7. TO APPROVE BEAUTIFICATION PROJECTS WITHIN THE DISTRICT.

Kelly Speer stated she and Sue Mallott have discussed colors of paint for the museum restroom. She showed the Board a drawing for a potential entrance sign opening at the front of the museum. Kelly Speer added she has a quote from one landscaper and will get more quotes. Kelly Speer stated a lone stone wall with letters that say Old Town Spring would cost \$300. Seth Sanders asked if the letters would rust. Kelly Speer responded the sign can be power coated by the maintenance staff. Mike Rogers suggested getting a quote from the landscaper who was hired earlier to repair the museum sidewalk. Clarence Williams spoke from the floor to offer a drill stem and said Harris County originally gave the District a 24 inch height limitation for signs at the entrance to the museum. A motion was made by Mike Rogers to move forward in getting signage made at the entrance of the museum with Kelly Speer getting bids. The motion was seconded by Noel Eckberg. The motion carried.

8. TO RECEIVE A REPORT FROM HARRIS COUNTY REGARDING THE ACQUISITION OR USE OF COUNTY PROPERTY FOR A NEW RESTROOM FACILITY ON MAIN ST.

Landon Reed from Harris County spoke to say the Commissioner gave approval and it's now the responsibility of the District and the League to come up with building plans for the proposed Main St restroom. Seth Sanders stated he will talk with the architect recommended by Adam Tabak at the previous meeting. Landon Reed added once plans are made, it will most likely take a month and a half due to projects being backed up post hurricane Harvey. Landon Reed stated the County will move on issuing permits when ready. Seth Sanders stated his goal is to have the restroom ready by November. No action.

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

Kelly Speer stated the District's ads promoting Old Town Spring are now playing during the 5 pm news on Thursdays and Fridays. Seth Sanders stated he will talk to his radio station contacts about setting up a radio ad. No action.

10. 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.

No Executive Session held.

11. TO RECEIVE PUBLIC COMMENT.

Landon Reed commented when he visited Old Town Spring to go over the area for the new restroom people asked him about the nearby parks. He added they didn't know about parks close to Old Town Spring including Dennis Johnston Park. Landon Reed commented he wanted more Harris County presence in Old Town Spring promoting the parks system.

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

Items to be emailed for future agenda.

13. ADJOURNMENT.

The Board adjourned the regular meeting at 9:29 am.

(SEAL)

Mike Rogers, Secretary

Prepared by Elisabeth Meehan
OTSID Office Administrator

ATTACHMENTS:

1. April and May 2018 Check Detail
2. May 2018 Bookkeeper's report
3. May 2018 Investment Officer's report