

# Old Town Spring Improvement District



P.O. Box 1952 \* 606 Spring Cypress Rd \* Spring, Texas 77373 \* (281) 288-8177 \* [otsid@sbcglobal.net](mailto:otsid@sbcglobal.net)

## 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 **12<sup>th</sup> day of September, 2016** at 5:00 pm at the OTSID office, 606 Spring Cypress Rd., Spring, TX 77373, inside the boundaries of the District and the roll was called of the duly appointed/elected members of the Board, to-wit:

Pam Golden	Position 1-President
VACANT	Position 2-Director
Clarence Williams	Position 3-Financial Officer
Ron Krueger	Position 4-Vice President
Mike Rogers	Position 5-Secretary

All of the above Board members were present. Quorum was established. Also in attendance were Landon Reed from Harris County Precinct 4, Adam Tabak from Coveler and Katz, Scott Seifert, and Elisabeth Meehan, OTSID Office Administrator.

#### 1. CALL MEETING TO ORDER.

The meeting was called to order at 5:01 pm.

#### 2. REVIEW AND TAKE ACTION ON MATTERS RELATING TO CALLING AN ELECTION TO BE HELD ON NOVEMBER 8, 2016.

No discussion held.

#### 3. TO RECEIVE PUBLIC COMMENT.

No public comments.

#### 4. TO REVIEW, DISCUSS AND TAKE ACTION TO APPROVE MINUTES FROM THE MONTHLY BOARD MEETING ON AUGUST 8, 2016.

A motion was made by Ron Krueger to accept the August 8, 2016 minutes. The motion was seconded by Mike Rogers. The motion carried.

#### 5. TO REVIEW, DISCUSS AND TAKE ACTION TO APPROVE THE DISTRICT BILLS.

Pam Golden presented two new invoices received prior to the meeting. Elisabeth Meehan reported the invoice from Quadvest was higher than usual for the Preston restroom. She stated she called Quadvest to report the increased amount and they will be investigating the bill. She will monitor the status to ensure reimbursement is given. Pam Golden stated the second invoice is the monthly bill for legal services. Adam Tabak noted he separated the hours related to the election and regular legal work, as requested by the Board.

A motion was made by Ron Krueger to approve district bills for August 2016. The motion was seconded by Mike Rogers. The motion carried.

A motion was made by Mike Rogers to accept and pay the Quadvest and legal invoices. The motion was seconded by Ron Krueger. The motion carried. (SEE ATTACHMENT #1)

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

Clarence Williams reported the District received a deposit of \$31,938.48 in August and that deposit was higher than the amount received in July. Clarence Williams stated the District's reserve fund for Preservation Park in August is \$15,919.69. Clarence Williams added as of September 1, 2016, the Wells Fargo account is \$64,128.30 and the TexPool investment account is \$224,139.45.

A motion was made by Ron Krueger to accept the Bookkeeper's Report as presented. The motion was seconded by Clarence Williams. The motion carried. (SEE ATTACHMENT #2)

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

Clarence Williams stated the amount in TexPool as of the first of the month is \$224,139.45.

A motion was made by Ron Krueger to accept the Investment Officer's report as presented. The motion carried. (SEE ATTACHMENT #3)

8. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE APPOINTMENT OF NEW BOARD REPRESENTATIVES TO THE DISTRICT'S TEXPOOL INVESTMENT ACCOUNT.

A motion was made Ron Krueger to add the Board Directors as new representatives the District's TexPool account. The motion was seconded by Mike Rogers. The motion carried.

9. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE I-45 BILLBOARD LEASE EXPIRING NOVEMBER 1, 2016.

Pam Golden stated the billboard was originally funded by the Spring Preservation League. She added in 2015 the League requested the District enter into a contract with Mr. Ash for the billboard as the League was unable to pay for it. Clarence Williams stated the owner, Bill Ash may already be redoing the artwork and the time the lease renews would give the District an opportunity to update the current artwork. Mike Rogers asked if the savings of \$200 a month is worth the lump payment of \$21,600 up front. Clarence Williams stated Bill Ash preferred a monthly payment over the lump sum. Pam Golden suggested tabling the discussion until a future meeting could be called to focus on an overall advertising and marketing plan using funds from the District.

Mike Rogers agreed that advertising is important and the billboard would be an important part of that. Pam Golden stated she believes there are other areas of advertising the District could do and the billboard was only presented to help the League in 2015. Clarence Williams stated he believes the billboard should be part of any advertising the District does. Ron Krueger asked if other forms of advertising like radio and TV that might be more beneficial than the billboard. Clarence

Williams stated the District shouldn't wait on renewing the billboard or they might lose the chance to renew it with Bill Ash.

A motion was made by Clarence Williams to renew the lease with Bill Ash for the Old Town Spring half of the billboard on I-45 by Splashtown/Wet-N-Wild. The motion was seconded by Mike Rogers. Clarence Williams and Mike Rogers voted yay. Ron Krueger voted nay. The motion carried. (SEE ATTACHMENT #4)

Mike Rogers asked the Board how artwork was handled previously. Clarence Williams stated they usually provided the artwork to Bill Ash and he would send them a proof to approve. Pam Golden stated the current artwork is branding the League. Clarence Williams stated it doesn't say Spring Preservation League on it. Mike Rogers stated the emphasis should be on the number of shops and restaurants. Clarence Williams clarified the current artwork says Old Town Spring and Shop Year Round. Mike Rogers asked if there's an advertising committee. Clarence Williams proposed having an art contest in the town. Pam Golden stated she believed that the Board isn't prepared to do that at the moment and that she's proposing a special meeting sometime before the next regular meeting in October.

A motion was made by Ron Krueger to call for a special meeting during the week of September 26-30 to review advertising and marketing and publicity for Old Town Spring. The motion was seconded by Mike Rogers. The motion carried.

#### 10. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE DISTRICT'S GOLF CART.

Clarence Williams stated the use of the golf cart by OTSID maintenance crew is a carryover of a policy from previous boards. He added the golf cart is not registered, has no insurance and no safety equipment. Clarence Williams stated the Board received a sheet from Elisabeth Meehan and he went to John Deere for information on their carts. Clarence Williams stated from talking to the maintenance crew they would like an enclosure for coverage during inclement weather. Clarence Williams stated the two best options seem like the Gator from John Deere and the Shuttle 2 from Cushman, which is not as heavy duty, but has been used during Crawfish. Pam Golden stated she had a quote from Conroe Golf Carts for an EZ-GO electric Cushman for \$5995.00.

Ron Krueger asked if a pickup would be a safer method of transportation due to the high volume of traffic through town safer method of transportation. Pam Golden reported the maintenance crew reports it's easier to drive the cart than the truck to do routine trash and restroom cleaning. Clarence Williams said he's not disputing the convenience factor, but that there is still a safety issue, particularly when they drive the cart in the evenings. Pam Golden asked if the Board wants to table this and look at more options.

A motion was made by Clarence Williams to table the discussion until October. The motion was seconded by Mike Rogers. The motion carried.

A motion was made by Clarence Williams to get an estimate for routine maintenance on the golf cart so it can remain operational. The motion was seconded by Mike Rogers. The motion carried. (SEE ATTACHMENT #5)

11. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING CONSTRUCTION OR PURCHASE OF A STORAGE BUILDING/UNIT TO HOUSE THE DISTRICT'S GOLF CART AND TRACTOR.

Clarence Williams stated he noticed one of the issues he saw when he worked on the tractor was that some of the parts were corroded and needed to be replaced. He added if a new golf cart is purchased, both it and the tractor would need some place to protect them from the elements. Mike Rogers stated this would also protect them from theft. Pam Golden stated the golf cart is currently stored in the maintenance area, but the tractor is out in the open. Clarence Williams stated the District doesn't need to make a decision tonight. Clarence Williams suggested a structure similar to the buildings recently constructed by the League. Mike Rogers ask if they were on a concrete slab. Clarence Williams stated the League recently build two 30x30 sheds placed on asphalt slabs through Eagle Car Ports at the cost of \$11,500.

A motion was made by Clarence Williams to table the item. The motion was seconded by Mike Rogers. The motion carried.

12. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING PROPOSALS FOR SEAL COATING AND RE-STRIPING THE PRESERVATION PARK PARKING LOT.

Clarence Williams asked the Board to look over bids that were in the Board's packets. Clarence Williams stated he's worked with all three contractors before and each have walked the property. Pam Golden stated she had done research on ADA compliancy rules and learned that there needs to be a minimum of one standard ADA spot and one van ADA spot. Clarence Williams stated each contractor could mark any spots the Board requests. Ron Krueger noted that only two of the proposals noted square footage. Clarence Williams stated it was clearly understood with all three that anything that was asphalt needed to be covered. Clarence Williams stated none of the bidders were asked to make repairs, just to seal coat and stripe the parking lot. Pam Golden asked why the repairs weren't being made first.

Clarence Williams stated Wells gave the best work in the past and his price is decent. Adam Tabak stated all the bids looked vague. Clarence Williams stated seal coating isn't very complicated. Pam Golden asked how long the job would take. Clarence Williams said it would take about two days and if it rains they can dry it before they do any work. Adam Tabak stated they need to make sure he is bonded. Clarence Williams asked Pam Golden if there's a time period she would like them to do the work. Pam Golden said it should be done prior to Pet Fest and when a date is scheduled, Elisabeth Meehan will send out a BlackBoard notice.

A motion was made by Ron Krueger to accept the bid from Carl Wells for the seal coating and striping of the parking lot pending confirmation of bonding. The motion was seconded by Mike Rogers. The motion carried. (SEE ATTACHMENTS #6, #7, #8)

13. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING PROPOSED PLANS FOR THE REPAIR OR REPLACEMENT OF THE ENTRANCE TO PRESERVATION PARK.

Mike Rogers stated he's walked around the damaged entrance and agrees it needs to be fixed, but asked if there's any ideas. Mike Rogers stated the District needs to have a real plan and a budget. Clarence Williams stated the issue is that three different landowners claim to own the property surrounding the damaged entryway. He added that one of the landowners doesn't want anything

done on her property. Pam Golden asked if in terms of a proposed plan, is there anything to discuss. Clarence Williams stated there is nothing right now, except for a few different ideas that could cost anywhere from \$5,000 to \$20,000. Clarence Williams stated he's received suggestions, such as replicating the front of Wunsche Brothers or a sign reading Preservation Park. Mike Rogers asked if the District has long term use of the entrance. Clarence Williams and Pam Golden both stated they do not. Clarence Williams added the landowner can close it down if she wanted.

A motion was made by Mike Rogers to table item 13 until the Board had a plan of action. The motion was seconded by Clarence Williams. The motion carried.

#### 14. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE STATUS OF THE PROJECT TO INSTALL CURB-CUTS AND ADA COMPLIANT STREET RAMPS IN OLD TOWN SPRING.

Clarence Williams stated at the last meeting the auditor and legal were asked if the District could pay for reimbursement costs and since then he had heard back from them, he not moved on the project. Pam Golden stated legal said there was no problem with reimbursements. Pam Golden added her question tonight is regarding permits. She stated since the streets are county property, she contacted Landon Reed, with the County, whom gave her a link to a website on the topic of ramps and curb cuts. He also gave her the name Brandon Leakes with engineering permits. Adam Tabak stated the curb cuts enhance the appeal of the area. Pam Golden agreed. Pam Golden handed out a document on ADA requirements to the Board and a spreadsheet of the pictures taken by Clarence Williams where Elisabeth Meehan identified the property owners.

Clarence Williams stated there are only 10-12 landowners controlling most of the property and many such as LaRue Wood and Sharon Richardson have answered positively in saying they wanted the curbs built. Clarence Williams stated due to the lack of room on some curbs, some of them can't be built exactly for ADA specifications. Pam Golden stated she wanted to have an estimate of permit costs for each curb. Pam Golden added according to the information she had received from the county each ramp would require an engineering draft, a plan, a surety bond to get the permit. She added it was recommended to include all of the ramps at the same time. Clarence Williams stated they would have to do 24 of those, because each property is its own entity. Pam Golden stated there are different curb types with different costs but two corners/cross streets would be \$600 for the permit. Pam Golden added properties like the Black Sheep Bistro has no curbing. Clarence Williams stated they would not do that one. Clarence Williams stated if they did it through landowners, the District would not be responsible to get permits. Pam Golden stated it's still District money being spent.

Adam Tabak asked if the District was getting an engineer for the project. Clarence Williams stated an engineer would increase the cost. Pam Golden asked if the Board felt it was doing due diligence with its funds. Mike Rogers stated each property owner would submit their own permit packet. Clarence Williams stated if an individual went to get a permit, it would cost less and the permit office would be lenient on individuals getting permits. Clarence Williams stated his permits only cost \$50.

Pam Golden asked why the District wouldn't give the landowners specifications. Mike Rogers stated the only variation would be the grade and the width. Clarence Williams stated the grade

and width would be four feet wide and four feet deep. Pam Golden stated some landowners can't build that on every curb or some might want an entirely different ramp. Pam Golden asked if the District is spending the money, specific information should be given. Mike Rogers stated the entire town is never going to be perfect. Clarence Williams stated if only one landowner does it that will be better than the current set up. Mike Rogers added that he would like to go forward with the project and see if someone goes and gets a permit.

Pam Golden stated if the County doesn't think a curb is up to code, it will fall back on the Board. Clarence Williams stated it would fall on the landowner. Clarence Williams asked Pam Golden if the project shouldn't be done if there's not 100% compliance. Pam Golden asked the Board if it was ok doing a project halfway. Clarence Williams stated he was asked by the County and the District previously about working on his property in the past and he said no. He added that it would be good to be ADA compliant, but that it would never happen with 100% of the curbs. Clarence Williams stated District money has to be used for something or not be used at all. Clarence Williams stated money's been allocated and no motions since have been passed to end the project. Mike Rogers stated he believed anything that the District can get done will eliminate the poor quality of some of the areas and that is better than doing nothing at all.

Pam Golden stated her concern is that the District allocated money for a very vague plan. Pam Golden asked how the discussion has been communicated with landowners. Pam Golden stated all communication should come from the District office. Mike Rogers asked if anyone sent any emails. Clarence Williams stated he did send it to landowners, but it did not go through Pam Golden or Elisabeth Meehan. Clarence Williams asked Pam Golden if she had a problem with that. Pam Golden stated she did. Clarence Williams stated he sent the landowners the idea and people said it was a good idea and that they had wanted the County to do it. Pam Golden stated we need to know exactly what the District is giving the landowner.

Clarence Williams stated in the real world, if the District pulled the permits, the project would cost \$1,200 per ramp. He added his idea is to get it done and get it done cheap. He added the County put in ramps and they are crap. Landon Reed, County representative, responded from the floor that the County only put in the ramps after Old Town Spring landowners rejected funds for curbs and sidewalks. Landon Reed stated the funds were in place and were turned down. Landon Reed added that the County doesn't do permits, but would take out a ramp if they're made aware permits haven't been obtained. Mike Rogers stated the property owner has to get a permit, pick a contractor and do the work themselves, and that the District has only agreed to a cap for the project. Landon Reed stated again that the County had the funds for Old Town Spring but the landowners turned it down.

Mike Rogers stated he would like the project to go forward and wait until a property owner gets a permit. Pam Golden stated the Board has never set an individual limit, but only approved \$25,000 for the project. Adam Tabak asked if they can set a per person budget. Clarence Williams stated each ramp is unique and that would be impossible. He added that each landowner doesn't care about the cost as long as it didn't cost them a nickel and that as long as they get reimbursed the cost didn't matter to them. Clarence Williams stated he would recommend the contractors to the property owner and if they have a different contractor in mind, he would talk to them. Pam Golden stated the District wants to have forward thinking, but every

project is done in a hillbilly way. Pam Golden asked what is wrong with asking for structure. Clarence Williams stated structure costs money.

Mike Rogers asked what the most expensive ramp would cost. Clarence Williams stated the most expensive ramp would cost \$1,200. Mike Rogers suggested capping each ramp's reimbursement at \$1,500 for the ramp and \$300 for the permit fee. Clarence Williams stated he would meet with each individual owner at the ramp and go over what specifically needs to be done. Adam Tabak stated that was still informal, and suggested saying that in order to qualify they needed a permit and a contractor. Clarence Williams stated the original motion stated no ramp would be put in unless approved by Mike Rogers and Clarence Williams. Clarence Williams added the landowner and contractor make their own contract and he's just showing them the options. Mike Rogers asked if they wanted to add a \$1,800 cap and see if anyone responds and gets a permit.

Mike Rogers asked Pam Golden if the point of this discussion is to get more details. Pam Golden responded she wanted more details since it is government money being spent. Adam Tabak asked if not every landowner would be interested. Pam Golden stated she thought so. Mike Rogers stated the expenses are per ramp not per landowner. Pam Golden added one landowner has at least ten ramps. Clarence Williams stated they would only start with ramps with cross walks and that was the motion to replace all the ramps at the street cross walks. He added that every major property owner who had ramps at cross walks has been contacted and asked if they wanted a ramp.

A motion was made by Mike Rogers to set a budget of \$1,500 per ramp with \$300 for a permit to work into the reimbursement schedule, under the \$25,000 budget for the project. The motion was seconded by Clarence Williams. The motion carried.

**15. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE DRAFTING OF AN AGREEMENT WITH THE OLD TOWN SPRING HISTORICAL SOCIETY FOR THE OPERATION AND MAINTENANCE OF THE RESTROOMS LOCATED ON THE MUSEUM PARKING LOT.**

Adam Tabak presented a draft of an agreement with the Spring Historical Museum. He stated if the District likes it, they can send it out or make changes. Clarence Williams stated one of the issues to take in consideration is the Spring Preservation League built the restroom and they need to be included in the lease. Adam Tabak asked if the League originally got the permission to build it. Clarence Williams stated the League built and paid for it. Adam Tabak asked if the League has any current control over it. Clarence Williams stated when the District and the League worked together, the District maintained the restroom. Adam Tabak stated the League may have paid for it, but they don't own the land and haven't done anything to preserve it. Clarence Williams said the League did. Adam Tabak asked what that was. Clarence Williams said the League proposed it, had an agreement with Eversole and built it and when the District was created they took over maintenance of it. Adam Tabak stated the League isn't on the deed or on the lease.

Clarence Williams stated the Museum restroom needs to be open for evening hours and the opening and closing schedule of the Museum restroom has nothing to do with ownership. Clarence Williams asked if the District wants to operate something he owns, shouldn't he be

included in the discussion. Adam Tabak stated the League doesn't own it. Clarence Williams stated the Museum doesn't own it either. Clarence Williams stated he asked Adam Tabak to include Spring Preservation League in the lease. Adam Tabak stated that this was a new request and there's no legal basis for the League to be included. Clarence Williams stated that was Adam Tabak's opinion.

Clarence Williams stated at the last League meeting they passed a motion that Spring Preservation League would open the restroom during evening hours. Adam Tabak asked if the League would also maintain the restrooms. Clarence Williams stated the League voted on that as well. Pam Golden asked Clarence Williams why he's reporting on the League and stated he's acting as a dual board member. Clarence Williams stated he is not, he is just reporting what the League voted on. Adam Tabak stated, he as legal counsel represents the District, not the League.

Clarence Williams stated museum restroom hours will be determined by the District. Adam Tabak asked Clarence Williams to tell him what changes he wanted made to the Museum-District agreement. Clarence Williams stated the museum restroom hours being 8 to 5 and closings being determined by one person are no longer good for the town. Pam Golden stated there's been no communication from the League that the Spring Preservation League wants to operate the museum restroom in off hours. Clarence Williams stated it has been communicated to the Board. Pam Golden argued that it is not been prior to this meeting. Ron Krueger asked Adam Tabak if the Board directors can send suggestions. Adam Tabak confirmed that suggestions should be emailed and would distribute his contact information. No action taken. (SEE ATTACHMENT #8)

**16. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE DRAFTING OF AN AGREEMENT WITH LARUE WOOD FOR THE PLACEMENT OF THE PRESTON STREET RESTROOMS ON HER PROPERTY LOCATED WITHIN THE DISTRICT.**

Adam Tabak presented the Board a draft for a ground lease agreement with LaRue Wood. Adam Tabak asked the Board to review and submit suggestions for the next review. No action taken. (SEE ATTACHMENT #9)

**17. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE DISTRICT'S CURRENT INSURANCE POLICY AND PROPOSED CHANGES TO THE POLICY.**

Pam Golden stated the Board had previously received a proposed policy from Frank Willingham Insurance Agency for the total of \$3,910.00. Pam Golden noted a suggestion by Keith Willingham, the agent, to refer to the new restroom/concession stand as just a restroom, because concession implied cooking was done there and there is no kitchen on site. Mike Rogers asked if the Board was ready to move on the topic. Pam Golden stated the quote was good for 30 days and the deadline was approaching.

A motion was made by Mike Rogers to accept the policy from Frank Willingham Insurance Agency and cancel the current policy from James Sloan. The motion was seconded by Clarence Williams. The motion carried.



18. TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE INSTALLATION OF HOLIDAY LIGHTS FOR THE HOME FOR THE HOLIDAYS FESTIVAL WITHIN THE DISTRICT.

Clarence Williams stated in previous years the cost for the Spring Preservation League to light the town was almost \$17,000 and the current cost is now around \$3,800. Clarence Williams stated it's his motion to pay the proposed bid of \$3,800 to Millennium Outdoor Services to light the town for Home for the Holidays. Pam Golden stated her concern that this item calls the area "the District," when the District goes all the way to the red lights at Lexington, and the previously covered area only went up to the museum. Pam Golden added in 2015 there was no communication between the District and the landowners and some shop owners did not turn on their lights because it would increase their electric bills. Pam Golden asked why there's not any agreement that landowners and shop owners will keep their lights on for a certain amount of time. Clarence Williams asked Pam Golden if she's proposing having an agreement with each shop owner. Pam Golden stated she is. Clarence Williams stated he withdraws his motion.

Clarence Williams stated Pam Golden is correct and that some petty shop owners have turned their lights off, but that it's better to get most of the lights on than not get 100% participation. He stated if Pam Golden wants 100% participation, the District might as well forget about Christmas. Ron Krueger asked if the District can determine where the lights go. Clarence Williams stated that would not be possible. Pam Golden stated it's not about wanting or not wanting to do it, but that the entire District has never been covered. Clarence Williams stated the bid is strictly for Old Town Spring. Pam Golden stated Clarence Williams put the cart before the horse in bringing a final bid before a vote on the lights at all. Pam Golden stated historically the League has paid for it, but they came to the District last year due to a lack of funding. If the District is to pay for them the District should get the bids. Clarence Williams suggested getting a new bid to cover the rest of the District.

Pam Golden asked why the District does anything if it only covers part of the taxpayers. Mike Rogers suggested approving the current bid and expanding on it later. Pam Golden stated the League has always been in charge of deciding what trees are covered and that does not include the museum. Mike Rogers suggested next year the District start the discussion in July. Pam Golden asked who owns the lights. Clarence Williams said the League does. Pam Golden stated the purchasing of more lights also needs to go into the consideration. Clarence Williams asked who would spearhead that project to find a bid that would cover more of the District to Lexington. Mike Rogers stated Pam Golden and Elisabeth Meehan can be in charge of that project.

A motion was made by Mike Rogers to accept the current bid from Millennium Outdoor Services to light Old Town Spring for the amount of \$3,543.12. The motion was seconded by Clarence Williams. The motion carried. (SEE ATTACHMENT #10)

A motion was made by Mike Rogers to budget an additional \$3,500 to expand lighting other areas of the district, including supplies and labor. The motion was seconded by Clarence Williams. The motion carried.

A motion was made by Mike Rogers that Pam Golden and Elisabeth Meehan would spearhead in picking the area and finding a bid for expanded lights in the District. The motion was seconded by Clarence Williams. The motion carried. (SEE ATTACHMENT #11)

19. 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.

20. TO DISCUSS ANY ITEMS TO BE PLACED ON THE AGENDA FOR THE NEXT MEETING TO TAKE PLACE ON OCTOBER 10, 2016.

- To review, discuss and take action regarding the District's golf cart maintenance.
- To review, discuss and take action regarding the District purchasing of second utility cart or vehicle.
- To review, discuss and take action regarding construction or purchase of a storage building/unit to house the District's golf cart and tractor.
- To review, discuss and take action regarding proposed plans for the repair or replacement of the entrance to Preservation Park.
- To review, discuss and take action regarding the status of the project to install curb-cuts and ADA compliant street ramps in Old Town Spring.
- To review, discuss and take action regarding the installation of holiday lights for the Home for the Holidays Festival within the District.
- To review, discuss and take action regarding the draft agreement with the Old Town Spring Historical Society for the operation and maintenance of the restrooms located on the museum parking lot.
- To review, discuss and take action regarding the draft agreement with LaRue Wood for the operation and maintenance of the restrooms located on Preston St.

21. ADJOURNMENT.

A motion was made by Ron Krueger to adjourn. The motion was seconded by Clarence Williams. The meeting adjourned at 7:45 pm.

(SEAL)

---

Mike Rogers, Secretary

---

Prepared by Elisabeth Meehan  
OTSID Office Administrator

ATTACHMENTS:

1. August Check Detail
2. September Bookkeeper's Report
3. September Investment Officer's Report
4. 2015-2016 Billboard Lease
5. Golf cart/Utility cart information
6. Bid for seal coating and striping the parking lot from Carl Wells
7. Bid for seal coating and striping the parking lot from Paul Ryals
8. Bid for seal coating and striping the parking lot from Robert Brewer
9. DRAFT of lease agreement between Spring Historical Museum and the District regarding the Museum Restroom
10. DRAFT of lease agreement between LaRue Wood and the District regarding the Preston Restroom
11. Bid for Holiday lights from Millennium Outdoor Services.