

THE STATE OF TEXAS

COUNTY OF HARRIS

On the 15th day of June, 2021, the Crosby Municipal Utility District held a regular teleconference meeting of the Board of Directors at the office of the District at 103 W. Wahl St. Crosby, Texas with the following members present or present by phone:

Steve Schreiber –	President	Present
Eddie Foster –	Vice President	Present
Donna Davenport-	Treasurer	Present
Wesley Zarsky-	Secretary	Present by Teleconference
Diane Feland-	Asst. Secretary	Present

Visitors present: Shari Sumner, Beth McCormack, Chris Wallace, Mike Stockton, Teague Harris, JoAnn Matthieson, Dawn Muth, Shannon De Jonge with Infinity Web Design.

Present by teleconference: Josh Hargrave with Harco Insurance

Meeting was called to order at 5:30p.m. by Steve Schreiber.

Prayer: Steve Schreiber opened the meeting with a prayer.

I. Approve minutes

Eddie Foster made a motion to approve minutes and Wesley Zarsky seconded the motion.

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Donna Davenport replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

Motion carried.

II. Citizen’s presentations and requests to address the Board of Directors and take necessary action granting connections for utility commitments and billing adjustments.

N/A

III. New Business

a. Infinity Web Services- Discuss proposal regarding creating and maintaining District website.

Shannon De Jonge discussed website proposal/options with Board and answered questions.

A motion was made by Donna Davenport and seconded by Eddie Foster to discuss the proposal at a later date

Steve Schreiber replied "aye"
Eddie Foster replied "aye"
Donna Davenport replied "aye"
Diane Feland replied "aye"
Wesley Zarsky replied "aye"

Motion carried.

b. Discuss and approve the property and liability insurance proposal from TML/Harco.

A motion was made by Eddie Foster and seconded by Wesley Zarsky to upgrade cyber liability coverage to Tier 2/Core + and to lock in three year travel accident coverage. With these changes, Insurance proposal will be accepted.

Steve Schreiber replied "aye"
Eddie Foster replied "aye"
Donna Davenport replied "aye"
Diane Feland replied "aye"
Wesley Zarsky replied "aye"

Motion Carried

IV. Old Business

Ratify Audit Report.

A motion was made by Diane Feland and seconded by Eddie Foster to approve Audit Report.

Steve Schreiber replied "aye"
Eddie Foster replied "aye"
Donna Davenport replied "aye"
Diane Feland replied "aye"
Wesley Zarsky replied "aye"

Motion Carried

V. Tax Assessor/Collector's Report

Dawn Muth went over her report with board.

A motion was made by Donna Davenport and seconded by Eddie Foster to approve Tax Assessor's report.

Steve Schreiber replied "aye"
Eddie Foster replied "aye"
Donna Davenport replied "aye"
Diane Feland replied "aye"
Wesley Zarsky replied "aye"

Motion Carried.

VI. Attorney's Report

Consider and act on ordinance regarding water and sewer rates, tap fees, and related notice.

Attorney discussed rate changes.

Donna Davenport made a motion to table the rate change order so that we can have a workshop and discuss rates further. Wesley Zarsky seconded the motion.

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Donna Davenport replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

Motion carried.

VII. Engineer’s Report

Engineering matters and capital improvement projects, including authorize design, approve plans and specifications, approve easements, authorize advertisements for bids, review bids and approve award of contract, approve and pay estimates, time extensions, and change orders and final acceptance, as appropriate for the following:

- a. Surface Water Treatment Plant Expansion
- b. SWTP East site: Sludge disposal
- c. Replace 6” water line with 12” water line on FM 2100 (Kennings to Church)
- d. Installation of antenna & software for radio meter reading
- e. Phase 4 sanitary sewer rehab
- f. Future lift station and force main to serve US 90 and Krenek
- g. Pin Oak Lift station upgrade evaluation
- h. Pecan Estates residential development, including internal water, sanitary sewer, storm sewer, storm water detention and offsite water and sanitary sewer facilities
- i. Crosby Park Village Residential Development
- j. Harris County Community Development Grants
- k. Request for service and annexations

Teague Harris went over his report with Board. He has requested approval to revise item CO4B in Change Order No.4. This change requires a Cla-Valve versus a standard check valve. The cost to furnish and install this Cla-Valve will be \$15,089.

A motion was made by Eddie Foster and seconded by Wesley Zarsky to approve the change.

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Donna Davenport replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

Motion carried

Engineer recommends payment of \$50,126.41 to JTR Constructors for Pay Application No. 17. A motion was made by Donna Davenport and seconded by Eddie Foster to approve Payment of Application No.17 in the amount of \$50,126.41.

Steve Schreiber replied "aye"
Eddie Foster replied "aye"
Donna Davenport replied "aye"
Diane Feland replied "aye"
Wesley Zarsky replied "aye"

Motion carried

Teague Harris requests signatures of the Directors for the FM 2100 12inch water line construction contracts.

A motion was made to sign contracts by Donna Davenport and seconded by Wesley Zarsky.

Steve Schreiber replied "aye"
Eddie Foster replied "aye"
Donna Davenport replied "aye"
Diane Feland replied "aye"
Wesley Zarsky replied "aye"

Motion carried

Engineer requested authorization to execute the certification to EPA that the RRA has been prepared.

A motion was made by Eddie Foster and seconded by Diane Feland to allow Teague Harris to sign certificate.

Steve Schreiber replied "aye"
Eddie Foster replied "aye"
Donna Davenport replied "aye"
Diane Feland replied "aye"
Wesley Zarsky replied "aye"

Motion carried.

Engineer also recommends proceeding with the annexation agreement and City Of Houston application for consent to annex approximately 2.64 acres of Mr. Singh's tract not already located within the Crosby MUD boundaries with the following provisions: Mr. Singh will construct a 12" water line extension on Old Beaumont hwy at his cost to be dedicated to Crosby MUD and

Mr. Singh will pay for a prorata share of the Pin Oak Lift station improvements not to exceed \$20,000.

A motion was made by Wesley Zarsky and seconded by Eddie Foster to proceed with the annexation agreement and City of Houston Application.

Steve Schreiber replied "aye"
Eddie Foster replied "aye"
Donna Davenport replied "aye"
Diane Feland replied "aye"
Wesley Zarsky replied "aye"

Motion Carried

VIII. Office Manager's Report

N/A

IX. Utility Manager's Report

N/A

X. Treasurer's Report

a. Approve customer write offs. Wendy's paid their bill and KMCO'S bills were tabled.

b. Approve quarterly investment reports.

N/A

c. Approve financial statements.

A motion was made by Donna Davenport and seconded by Eddie Foster to approve Financial Statements.

Steve Schreiber replied "aye"

Eddie Foster replied "aye"

Donna Davenport replied "aye"

Diane Feland replied "aye"

Wesley Zarsky replied "aye"

Motion carried.

XI. Recess into Executive Session according to the Texas Government Code Section 551.074(a) regarding personnel matters and/or section 551.071 consultation with attorney pending or contemplated litigation.

N/A

XII. Reconvene into regular session

N/A

XIII. Consider and take necessary action on the result of the Executive Session.

N/A

XIV. Adjourn

Wesley Zarsky made a motion to adjourn at 7:25pm and Donna Davenport seconded the motion.

Steve Schreiber replied "aye"

Eddie Foster replied "aye"

Donna Davenport replied "aye"

Diane Feland replied "aye"

Wesley Zarsky replied "aye"

Motion carried.

ATTEST: S.S.



Eddie Foster, Vice President



Steve Schreiber, President