

**THE STATE OF TEXAS**

**COUNTY OF HARRIS**

On the 16<sup>th</sup> day of March, 2021, the Crosby Municipal Utility District held a teleconference meeting of the Board of Directors at the office of the District at 5507 Avenue C, Crosby, Texas with the following members present:

Steve Schreiber – President  
Eddie Foster – Secretary  
Donna Davenport – Treasurer  
Wesley Zarsky – Director  
Diane Feland – Director

Visitors: Chris Wallace, Shari Sumner, Debbie Roberts, JoAnn Matthiesen, Teague Harris, Dawn Muth

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

Prayer  
Steve Schreiber opened the meeting with a prayer.

I. Approve Minutes

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the minutes.  
Motion Carried Unanimously.**

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

- III. New Business  
N/A

IV. Old Business

- a. Discuss our needs for generators, fuel storage & enclosure for switch panels and take necessary action.  
Tabled until next meeting to receive further quotes

V. Tax Assessor/Collector’s Report

Dawn Muth went over the report.  
**A motion to approve the Tax Assessors report was made by Eddie Foster and Seconded by Wesley Zarsky.  
Motion Carried Unanimously.**

VI. Attorney's Report

- a. Consider and act on depreciation and capitalization policy

**A motion was made by Wesley Zarsky and Seconded by Eddie Foster to accept the resolution on Depreciation and capitalization policy.**

**Motion Carried Unanimously.**

VII. Engineer's Report

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

- a. Surface Water Treatment Plant Expansion
- b. Replace 6" Water Line with 12" Water Line in FM 2100(Kennings to Church)
- c. Phase 4 Sanitary Sewer Rehabilitation
- d. Future Lift Station and Force Main to Serve US 90 and Krenek
- e. Pecan Estates Lift Station and Force Main
- f. New Office Building
- g. Harris County Community Development Grants
- h. Request for Service and Annexations
- i. Crosby Park Village Residential Development
- j. Review Harris County Letter regarding Proposed Drainage Project within Crosby MUD

Teague Harris went over his report and recommended the Board's approval on the following items:

1. Surface Water Treatment Plant Expansion (JTR Constructors, Inc. \$31,117,338)

- a. Recommend payment to JTR Constructors of revised Pay Application No. 14 in the amount of \$116,505.44 for work completed through February 25, 2020.

**Motion was made by Wesley Zarsky and Seconded by Eddie Foster to make recommended payment to JTR Constructors in the amount of \$116,505.44.**

**Motion Carried Unanimously.**

- b. Recommend Board Authorization of Change Order No. 4 for the conversion of 4 existing pneumatic valve actuators to electric motor valve actuators including addition of electric conduit and wires to the 4 valve locations in the amount of \$49,260.

**Motion was made by Wesley Zarsky and Seconded by Eddie Foster to Authorize Change Order No. 4 for the conversion of 4 existing pneumatic valve actuators to electric motor valve actuators including addition of electric conduit and wires to the 4 valve locations in the amount of \$49,260.**

2.Phase 4 Sanitary Sewer Rehabilitation Project (Texas Pride Utilities \$572,868)

Recommend authorization of Change Order No.2 to pipe burst the 10-inch sanitary sewer line on Live Oak from Miller Wilson to Edna in the amount of \$73,547.10.

**Motion was made by Wesley Zarsky and Seconded by Eddie Foster to Authorize Change Order No. 2 to pipe burst the 10-inch sanitary sewer line on Live Oak from Miller Wilson to Edna in the amount of \$73,547.10.**

**Motion Carried Unanimously.**

VIII. Office Manager's Report

N/A

IX. Utility Manager's Report

N/A

X. Treasurer's Report

a. Approve customer write offs

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the customer write offs.**

**Motion carried unanimously.**

b. Approval Financial Statements

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the Financial Statements.**

**Motion Carried Unanimously.**

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

XIV. Adjournment

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to to adjourn at 6:40 p.m.**

**Motion carried unanimously.**

*Steve Schreiber*

Steve Schreiber, President

ATTEST: DR

*Eddie Foster*

Eddie Foster, Secretary