

**THE STATE OF TEXAS**

**COUNTY OF HARRIS**

On the 20th of October, 2020, the Crosby Municipal Utility District held a teleconference meeting of the Board of Directors at the office of the District at 103 W. Wahl, Crosby, Texas with the following members present or participating by phone:

Steve Schreiber – President -present  
William Wilkinson – Vice President - absent  
Eddie Foster – Secretary - present  
Donna Davenport – Treasurer - present  
Wesley Zarsky –Director- present

**Visitors present:** Beth McCormack, Chris Wallace, Kristie Wenzrel, Teague Harris, Dawn Muth,

**Participating by phone:** JoAnn Matthesian

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

Eddie Foster opened the meeting with a prayer.

**I. Approve Minutes**

**A motion was made by Wesley Zarsky and seconded by Donna Davenport to approve the minutes.**

**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.**

No citizen presentation

**III. New Business**

a. Open Public Hearing to discuss District Debt Service Tax

**Jo Ann Matthesian opened the public hearing on the District tax rate.**

**There was not anyone present to discuss the District Debt Service tax rate.**

b. Open Public Hearing to discuss Defined Area One Maintenance Tax

**Jo Ann Matthesian opened the public hearing on Define Area One's**

**taxrate. There was not anyone present to discuss the District Define Area One Maintenance Tax.**

c. Consider and act on Order Setting District Debt Service Tax

**A motion was made by Donna Davenport and seconded by Eddie Foster to approve the District Debt Service Tax rate for\$0.46.**

**Motion carried.**

- d. Consider and act on Order Setting Defined Area One Maintenance Tax  
**A motion was made by Donna Davenport and seconded by Eddie Foster to approve the Order Setting Defined Area One Maintenance Tax to \$0.86.  
Motion carried.**
- e. Consider and act on Notice to Sellers and Purchasers for District  
**A motion was made by Eddie Foster and seconded by Donna Davenport to Approve the Notice to Sellers and Purchasers for the District.  
Motion carried.**
- f. Consider and act on Notice to Sellers and Purchasers for Defined Area One  
**A motion was made by Donna Davenport and seconded by Eddie Foster to approve the Notice to Sellers and Purchasers for Defined Area One.  
Motion carried.**
- g. Review Employee Health Insurance Renewal for 2021  
**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve Employee Health Insurance Renewal for 2021 and remain with the same company and plan.  
Motion carried.**
- h. Discuss and act on a date for the budget workshop and committee  
**A motion was made by Donna Davenport and seconded by Eddie Foster to set the budget workshop for November 18<sup>th</sup> 2020 and appoint Donna Davenport and Eddie Foster for the budget committee.  
Motion carried.**

#### **IV. Old Business**

No report.

#### **V. Tax Assessor/Collector's Report**

Dawn Muth presented the tax report to the board.

#### **VI. Attorney's Report**

No report.

#### **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 21 (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 Projects within Crosby MUD

Engineer made the following requests:

Request for payment to JTR Constructors of Pay Application No. 9 in the amount of \$47,981.30.

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to Approve the payment in the amount of \$47,981.30 to JTR Constructors of Pay Application No. 9.**

**Motion carried.**

VIII. Office Manager's Report

No report.

IX. Utility Manager's Report

No report.

X. Treasurer's Report

- a. Approve customer write offs

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve all of the write offs but hold off on KMCO's.**

**Motion carried.**

- a. Approve quarterly investment report

N/A

- b. Approve Financial statements

**Approve Financial statements.**

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

**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. Adjournment

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to  
to adjourn at 5:50 p.m.**

**Motion carried.**



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Steve Schreiber, President

ATTEST: krw



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Eddie Foster, Secretary