

**THE STATE OF TEXAS**

**COUNTY OF HARRIS**

On the 15th of September, 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, Bill Bey, Jim Hall and Joe Morrow

**Participating by phone:** JoAnn Matthesian

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

Steve Schreiber opened the meeting with a prayer.

**I. Approve Minutes**

**A motion was made by Donna Davenport and seconded by Eddie Foster 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.**

Mr. Bill Bey spoke to the board and advised them that the gutters were removed and all screws were replaced to the building. As the gutters were put back a foam filler was placed down. Mr. Bey believes this will fix the leaks but will also check back after another rain to be sure.

### **III. New Business**

- a. Review proposed 2020 Tax Rate for District and for Defined Area 1 and Authorize Publication of the notice of Public Hearings.  
Joe Morrow presented the board with a cash flow analysis report and recommended that the tax rate be set at \$0.46 and \$0.86 for the maintenance tax.

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the 2020 tax rate for the amount of \$.46 and approve \$.86 for the M&O tax for Defined Area 1.**

**Motion carried.**

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve authorization of the publication of the notice of public hearing.**  
**Motion carried.**

### **IV. Old Business**

Eddie Foster asked about the installation of the awnings. Chris stated that they said the work would begin next week.

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

Dawn Muth presented the tax report to the board.

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

- a. Ratify approval of Texas Health and Human Services Return to WorkPolicy

**A motion was made by Wesley Zarsky and seconded Eddie Foster to approve and ratify the Texas Health and Human Services Return to Work Policy.**

**Motion carried.**

- b. Consider and act on approving Order Adding Land for WHS tract

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve orders to add land for WHS tract.**

**Motion carried.**

- c. Consider and act on approving Order Adding Land for Nabors tract

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the Order adding land for the Nabors tract.**

**Motion carried.**

### **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. 8 in the amount of \$66,286.14.

**A motion was made by Eddie Foster and seconded by Wesley Zarsky to Approve the payment in the amount of \$66,286.14 to JTR Constructors of Pay Application No. 8.**

**Motion carried.**

Request for payment of Pay App. No. 8 and final to Bey Commercial Construction, LTD. in the amount of \$37,648.62.

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the payment for Pay App. No. 8 and final to Bey Commercial Construction, LTD. for the amount of \$37,648.62.**

**Motion carried.**

#### VIII. Office Manager's Report

No report.

#### IX. Utility Manager's Report

Chris Wallace informed the board that a power line blew at the plant and is now repaired. Also, that Mike Stockton now has his C wastewater license.

#### 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.**

- b. Approve quarterly investment report

N/A

- c. Approve Financial statements

**Approve Financial statements for the month of September.**

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

**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 6:10 p.m.**  
**Motion carried.**



Steve Schreiber, President

ATTEST: krw



Eddie Foster, Secretary