

THE STATE OF TEXAS

COUNTY OF HARRIS

On the 20th of April, 2021, 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 – Not present
Donna Davenport – Treasurer – present
Eddie Foster – Secretary - present
Wesley Zarsky – Director -by phone
Diane Feland – Director – present

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

Participating by phone: JoAnn Matthiesen, Steve Schreiber, Wesley Zarsky

Meeting was called to order at 5:30 p.m. by Eddie Foster

Eddie Foster opened the meeting with a prayer.

I. Approve Minutes

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

Steve Schreiber responded with Aye

Donna Davenport responded with Aye

Eddie Foster responded with Aye

Wesley Zarsky responded with Aye

Diane Feland responded with 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.

No citizen presentation

III. New Business

- a. Consider and act on engagement letter with Gabriel, Roeder, Smith & Company
Donna Davenport made a motion and seconded by Diane Feland to approve the engagement letter with Gabriel, Roeder, Smith & Company.
Steve Schreiber responded with Aye
Donna Davenport responded with Aye
Eddie Foster responded with Aye
Wesley Zarsky responded with Aye
Diane Feland responded with Aye
Motion carried.

IV. Old Business

N/A

V. Tax Assessor/Collector's Report

Dawn Muth went over the report.

VI. Attorney's Report

JoAnn Matthiesen advised the board that she spoke to Allen DeJonge and he would like to come speak to the board about designing a website for the district. The board agreed to have him come speak to the board at the next meeting.

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

Teague Harris went over his report and recommended the Board's approval on
The following item

1. Approval of payment to JTR Contractors for pay application No.15 in the amount of \$67,346.68 for work completed through March 25th, 2021.

A motion was made by Donna Davenport and seconded by Wesley Zarsky to pay JTR Constructors of pay application No. 5.

Motion carried.

A motion was made by Diane Feland and seconded by Wesley Zarsky to approve the Engineer report and the above items as presented to the Board.

Steve Schreiber responded with Aye

Donna Davenport responded with Aye

Eddie Foster responded with Aye

Wesley Zarsky responded with Aye

Diane Feland responded with Aye

Motion carried.

VIII. Office Manager's Report

No report.

IX. Utility Manager's Report

Chris Wallace handed out his report to the board.

X. Treasurer's Report

No report

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

Teague Harris went over his report and recommended the Board's approval on The following item

1. Approval of payment to JTR Contractors for pay application No.15 in the amount of \$67,346.68 for work completed through March 25th, 2021.

A motion was made by Donna Davenport and seconded by Wesley Zarsky to pay JTR Constructors of pay application No. 5.

Motion carried.

A motion was made by Diane Feland and seconded by Wesley Zarsky to approve the Engineer report and the above items as presented to the Board.

Steve Schreiber responded with Aye

Donna Davenport responded with Aye

Eddie Foster responded with Aye

Wesley Zarsky responded with Aye

Diane Feland responded with Aye

Motion carried.

VIII. Office Manager's Report

No report.

IX. Utility Manager's Report

Chris Wallace handed out his report to the board.

X. Treasurer's Report

- a. Approve Customer write offs

KMCO – tabled. JoAnn will send a letter to RDC/Wendy's

- b. Approve quarterly investment report

A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the quarterly investment report.

Steve Schreiber responded with Aye

William Wilkinson responded with Aye

Wesley Zarsky responded with Aye

Eddie Foster responded with Aye

Donna Davenport responded with Aye

Motion carried.

- c. Approve Financial statement

A motion was made by Donna Davenport and seconded by Eddie Foster to approve the March Financial statements.

Steve Schreiber responded with Aye

William Wilkinson responded with Aye

Wesley Zarsky responded with Aye

Eddie Foster responded with Aye

Donna Davenport responded with 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. Adjournment

A motion was made by Wesley Zarsky and seconded by Eddie Foster to to adjourn at 5:45 p.m.

Steve Schreiber responded with Aye

William Wilkinson responded with Aye

Wesley Zarsky responded with Aye

Eddie Foster responded with Aye

Donna Davenport responded with Aye

Motion carried.


Eddie Foster, Secretary

ATTEST: krw


Donna Davenport, Treasurer