

**THE STATE OF TEXAS**

**COUNTY OF HARRIS**

On the 19th day of October, 2021, the Crosby Municipal Utility District held a regular meeting of the Board of Directors at the office of the District at 103 W. Wahl St. Crosby, Texas with the following members present:

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

**Visitors present:** Beth McCormack, Shari Sumner, Chris Wallace, Teague Harris, JoAnn Matthiesen, Dawn Muth, Kayvon Tabrizi with Starlight Homes

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

**Prayer:** Eddie Foster opened the meeting with a prayer.

**I. Approve minutes**

Eddie Foster made a motion to approve minutes and Diane Feland seconded the motion.

Steve Schreiber replied “aye”

Eddie Foster 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.**

Kayvon Tabrizi with Starlight Homes introduced himself to the board & spoke about the proposed 852 homes on 276.5 acres on Bohemian Hall Rd and Runneburg Rd. This project would be in Defined Area 2, when created.

**III. New Business**

**a. Review Employee Health Insurance Renewal for 2022**

A motion was made by Wesley Zarsky and seconded by Diane Feland to renew Employee Health Insurance.

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

**Motion carried.**

- b. Discuss and act on a date for the budget workshop and committee  
Date to be discussed by Donna Davenport and Diane Feland after the financial statements are received.

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

- a. Discuss Policy regarding employee raises and take any necessary action.  
**Discussed in Executive Session**

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

Dawn Muth went over her report with board.

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

- a. Consider and act on order and agreement regarding redemption of certain Series 2011 Bonds, authorization of letter of instruction to paying agent and related matters concerning redemption.

A motion was made to redeem 2011 Bonds on November 22, 2021 by Wesley Zarsky and seconded by Diane Feland.

Steve Schreiber replied "aye"

Eddie Foster replied "aye"

Donna Davenport replied "aye"

Diane Feland replied "aye"

Wesley Zarsky replied "aye"

**Motion carried.**

- b. Public hearing to consider tax rate, and take any necessary action;

**No members of the Public appeared.**

A motion was made by Wesley Zarsky and seconded by Eddie Foster to set tax rate at .45247 cents for the district

Steve Schreiber replied "aye"

Eddie Foster replied "aye"

Diane Feland replied "aye"

Wesley Zarsky replied "aye"

**Motion carried.**

- c. Consider and act on Order Setting Maintenance Tax Rate for Defined Area 1, and take any necessary action;

A motion was made by Wesley Zarsky and seconded by Eddie Foster to set the maintenance tax rate for defined area 1 at .86 cents.

Steve Schreiber replied "aye"

Eddie Foster replied "aye"

Diane Feland replied "aye"

Wesley Zarsky replied "aye"

**Motion carried.**

- d. Consider and act on Notices to Sellers and Purchasers of Real Property for District and for Defined area 1, and take any necessary action

Wesley Zarsky made a motion to set and publish the new tax rates and Eddie Foster seconded the motion.

Steve Schreiber replied “aye”

Eddie Foster 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. Harris County Community Development Grants
- b. TCEQ Bond application No 8 series 2021
- c. Rate order plumbing code matters
- d. Surface Water Treatment Plant Expansion
- e. SWTP East site: Sludge disposal Relocation Phase
- f. Replace 6” water line with 12” water line on FM 2100 (Kennings to Church)
- g. 12” water line loop to Pecan Estates
- h. Phase 4 Sanitary Sewer Rehab
- i. Future lift station and force main to serve US 90 and Krenek
- j. Pin Oak lift station upgrade
- k. Pecan Estates force main and gravity sewer, phase 2
- l. Developments in the District
- m. Request for service commitments, plan reviews, and annexations

Teague Harris went over his report with Board.

He has recommended payment to Underground Construction Services LP of Pay Application No.1 in the amount of \$80,238.51

A motion was made by Diane Feland and seconded by Eddie Foster to submit Payment of Pay Application No.1 in the amount of \$80,238.51 to Underground Construction Services.

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

**Motion carried**

Engineer recommends approval of a water and sewer commitment to Chik-fil-A for a 4,970 square foot restaurant with the District’s standard commitment conditions.

A motion was made by Diane Feland and seconded by Eddie Foster for water and sewer commitment to Chik-fil-A

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

**Motion Carried**

Engineer recommends approval of a water and sewer commitment to HKC Leasing Company for a 24 unit apartment complex conditioned on the replacement of 2” with a 6” water line with a fire hydrant on Red Bud Ln.

A motion was made by Diane Feland to approve the water and sewer commitment to HKC and seconded by Eddie Foster.

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

**Motion Carried**

Teague Harris recommends Board Approval of a water and sewer commitment to Mr. Gurwinder Singh for 55 space RV Park with the District’s standard commitment conditions.

A motion was made by Diane Feland and seconded Eddie Foster to approve the water and sewer commitment to Mr. Singh for the RV park.

Steve Schreiber replied “aye”

Eddie Foster 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

#### **IX. Treasurer’s Report**

**a.** Approve Financial Statements.

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

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

**Motion Carried**

**b. Approve Customer Write Offs**

N/A

**c. Approve quarterly investment reports.**

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

Steve Schreiber replied “aye”

Eddie Foster 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.**

A motion was made by Wesley Zarsky and seconded by Eddie Foster to Adjourn into Executive Session at 6:16pm

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

**Motion Carried**

**XII. Reconvene into regular session**

Reconvene into Regular session @ 7:03pm.

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

Upon motion by Director Feland, seconded by Director Foster, and unanimously carried the board approved the Development Committee’s recommendation regarding the 15.1 acre tract.

Upon motion by Director Zarsky, seconded by Director Foster and unanimously carried, the Board approved the revisions to the personnel policy.

Upon motion by Director Zarsky, seconded by Director Feland and unanimously carried, the Board approved payment of a \$5,000 bonus to each of Beth McCormack and Chris Wallace, with such bonus to be paid on November 1, 2021.

Steve Schreiber replied “aye”

Eddie Foster replied “aye”

Diane Feland replied “aye”

Wesley Zarsky replied “aye”

**Motion Carried**

**XIV. Adjourn**

A motion was made to adjourn at 7:15pm by Diane Feland and seconded by Wesley Zarsky

Steve Schreiber replied "aye"

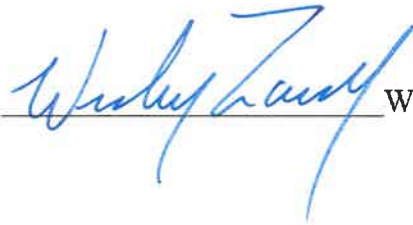
Eddie Foster replied "aye"

Diane Feland replied "aye"

Wesley Zarsky replied "aye"

**Motion carried.**

ATTEST: S.S.



Wesley Zarsky, Secretary



Steve Schreiber, President