

## THE STATE OF TEXAS

### COUNTY OF HARRIS

On the 17th day of May, 2022, 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	Present
Wesley Zarsky-	Secretary	Absent
Diane Feland-	Asst. Secretary	Present

**Visitors present:** Beth McCormack, Kristie Wenzrel, Chris Wallace, Teague Harris, JoAnn Matthiesen, Dawn Muth, Sterling Dodd, Matt Frederick, Clayton R. Hagerman, Margarete Chasteen and Tami Stump

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

**Prayer:** Steve Schreiber opened the meeting with a prayer.

#### **I. Approve minutes**

A motion was made by Eddie Foster and seconded by Diane Feland to approve the minutes as written.

**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.**

Margarete Chasteen with Newport MUD spoke to the board regarding Bond elections and gave the board some tips on what they did to help it pass. They went to realtors, church's and had town hall meetings informing them of the upcoming election.

Clayton Hagerman with Gated Rentals spoke to the Board about a development they Are wanting to build on the Maxwell tract at 14933 Fm 2100. It will be a 150 space, RV park but the 150 spaces is subject to change.

#### **III. New Business**

##### **a. Consider and act on Order Canvassing election**

A motion was made by Eddie Foster and seconded by Donna Davenport approving the Order Canvassing the election.

**Motion carried.**

**b. Discuss election and take any necessary actions**

JoAnn Matthiesen advised the Board that we want to have an election in November we need to call election by August 22<sup>nd</sup> and the board needs to decide if we need to go out for a Bond or M&O tax.

**c. Discuss water and sewer rates, tap fees and reconnect fees and take any necessary action.**

The Financial committee, Donna Davenport and Diane Feland, will meet and discuss updating rate order.

**IV. Old Business**

N/A

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

Dawn Muth went over her report with board.

**VI. Attorney's Report**

- a. Discuss legislation regarding purchase of real estate and take any necessary action  
Will discuss in executive session

**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. Rate Order Plumbing Code Matters
- c. Surface Water Treatment Plant Expansion including Contract Time Study
- d. SWTP East Site: Sludge Disposal Relocation
- e. FM 2100 12" Water Line Replacement Kennings to Cuve
- f. 12" Water Line Loop to Pecan Estates
- g. 12" and 8" Water Line from Live Oak to Max Capital 15.1 Acre Tract
- h. Phase 4 Sanitary Sewer Rehabilitation
- i. Lift Station Upgrades: Crosby Dayton LS and Pin Oak LS
- j. Future Force Main in CenterPoint Corridor to serve US 90 and Krenek Area
- k. TX Dot FM 2100 Relocation of 12" Sanitary Sewer north of Hare Rd
- l. Pecan Estates Force Main and Gravity Sewer
- m. In-District and Defined Area Developments Status including Request for Service Commitments and Site Plan Reviews
- n. Out of District Request for Annexation and Service including Annexation Feasibility Reports and Related Agreements, Utility Extensions, and Creation of Defined Area
- o. Defined Area 1 Bond Issue 1 Application to TCEQ

A motion was made by Eddie Foster and seconded by Donna Davenport to approve the payment to TxDot for the 12-inch sanitary sewer relocation in the amount of \$250,031.98 in accordance with the approved Advance Funding Agreement.

**Motion carried.**

A motion was made by Eddie Foster and seconded by Donna Davenport to approve the issuing of utility commitment letters for Section 2 and 3 of Pecan Estates in the number of lots platted for each Section respectively and subject to the standard District conditions.

**Motion carried.**

A motion was made by Eddie Foster and seconded by Donna Davenport to approve the preparation of the utility commitment letter for Fuel Maxx and they have requested a cost estimate for the pipe bursting from a 6-inch to a 10-inch sanitary sewer line between SJRA and the Pine Street Intersection with Krenek road.

**Motion carried.**

#### **VIII. Office Manager's Report**

Beth McCormack had emailed the Office Manager's report to the board before the meeting.

#### **IX. Utility Manager's Report**

Chris Wallace advised the Board that K.Hovanian Homes is nearly finished building.

#### **X. Treasurer's Report**

##### **a. Approve Financial Statements.**

**A motion was made to approve financial statements by Eddie Foster and seconded by Donna Davenport.**

**Motion Carried**

##### **b. Approve Customer Write Offs**

**A motion was made by Eddie Foster and seconded by Diane Feland to approve the write offs with the exception of KMCO's accounts.**

**Motion Carried**

##### **c. Approve quarterly investment reports**

**N/A**

#### **XI. Convene in executive session to discuss personnel matters pursuant to Section 551.074 of the Texas Government Code, 551.072 regarding real property, Section 551.071 of the Texas Government Code for the consultation with Attorney for pending or contemplated litigation, and Section 551.076 of the Texas Government Code regarding security**

A motion was made by Eddie Foster and seconded by Diane Feland to convene into executive session at 6:45 p.m.

**Motion carried.**

**XII. Reconvene into regular session**

A motion was made by Donna Davenport and seconded by Eddie Foster to reconvene into regular session at 7:04 p.m.

**Motion carried.**

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

A motion was made by Donna Davenport and seconded by Eddie Foster to approve the hiring of a lobbyist.

**Motion carried.**


**XIV. Adjourn**

Pursuant to V.T.C.A., Government Code, Sections 551.071, 551.072, 551.074 and 551.076 the Board of Directors may convene in closed session to discuss matters relating to pending or contemplated litigation, personnel matters, security, or real estate transactions.

A motion was made by Donna Davenport and seconded by Diane Feland to adjourn at 7:15 p.m.

**Motion carried.**

ATTEST: K.W.

  
Diane Feland, Assistant Secretary

  
Steven Schreiber, President