

## THE STATE OF TEXAS

### COUNTY OF HARRIS

On the 16th day of December 2025, 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:

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

**Visitors present:** Anthony Pineiro, Isabel Evanicky, JoAnn Matthiesen, Beth McCormack, Dawn Muth, Chad Abram, Alan Petrov, Tommy Anderson, Kyle Makay, Mark Martinez, Kameron Prosper, Wyatt People, Mike Stockton,

**Meeting was called to order at 1:00p.m. by Wesley Zarksy.**  
Eddie Foster opened with 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 request to address the Board of Directors and take necessary action granting connections for utility commitments and billing adjustments.

III. Old Business

IV. New Business

a. Discuss with staff positive changes regarding operations of facilities.

JoAnn Matthiesen informed the field employees the District will be hiring Municipal Operations Company to manage the plants and lift stations. Steve Schreiber assured them they are important to the District and will still have training to be able to get their licenses. The representative from MOC went over what their company does. They assured the employees that they are welcome to take classes their company offers. MOC also assured employees that they are not here to take their jobs. They are here to offer whatever services the District needs for however long it is needed.

Regarding weekend duties, MOC would manage the plant facilities and the district would handle anything else such as water leak or sewer stoppages.

V. Hear Developers' reports and take any necessary action.

Tony Pineiro advised Cedar Pointe builders that the district would not be doing any more taps until all CSI are caught up. They need to get with the owners of the homes that the CSIs have not been able to be completed on because the homes had been closed on before the final inspections were done.

Tony also informed the Board something needs to be set up with Mike Stockton starting January 1, 2026, for him to be able to continue to do part time work for the District. Mike's last day with the District will be December 31, 2025.

VI. Tax Assessor/Collectors Report

Dawn Muth presented her report to the Board.

**A motion was made by Eddie Foster and seconded by Donna Davenport to accept the Tax Assessor/Collector's Report as presented.**

**Motion carried.**

VII. Attorney's Report

a. Consider and act on contract with MOC

**A motion was made by Eddie Foster and seconded by Diane Feland to approve the contract with MOC with a start date of January 5, 2026.**

**Motion carried.**

b. Discuss Pecan Estates detention facility and maintenance obligation and take any necessary action.

JoAnn Matthiesen updated the Board regarding a maintenance agreement for the Pecan Estates detention pond. The HOA or the developer would be responsible for maintenance - at such time as all lots in Pecan Estate are developed and the HOA has a capital improvement fund dedicated to the detention pond, the developer's obligation would cease and the HOA would have the sole maintenance obligation for the detention pond. No action is required at this time.

JoAnn Matthiesen advised the Board that Coats/Rose sent a letter to her office regarding the District denying service to SL Crosby Enclave, LP for the 36.37 acres located adjacent to FM Highway 2100. No action has been filed yet, so no action is required at this time.

VIII. 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 and approve pay estimates, time extensions, and change orders and final acceptance, as appropriate for the following:

- a. SWTP East Site: Sludge Disposal Facilities Relocation
- b. Capital Improvement Plan (CIP)
- c. TCEQ Request for Revised Wastewater Treatment Plant Design Criteria (Alternative Capacity Request)
- d. Sanitary Sewer Cleaning and Televising Phase 1 (FY2025)
- e. 12-inch Water line Loop to Pecan Estates
- f. Phase 2 Force Main Extension and Gravity Sewer to serve Pecan Estates (Defined Area)

No. 1)

- g. Defined Area No.1 Bond Application No. 2
- h. 10-inch Sanitary Force Main and 12-inch Water Line Extension serving Cedar Point (Defined Area 2)
- i. Sanitary Sewer Lift Station serving Cedar Pointe (Defined Area 2)
- j. In-District and Defined Area Developments Status including Request for Service Commitments and Site Plan Reviews
- k. Out of District Request for Annexations and Service including Annexation Feasibility reports and Related Agreements, Utility Extensions, and Creation of Defined Areas.
- l. 12-inch Water Line Extension to serve Hare Road.

Isabel Evanicky went over her report with the Board. She advised the Board there was an action item to consider the execution of SJRA Crossing Agreement for the Offsite 12-inch Water Line Extension – Phase 2 for Cedar Pointe Subdivision.

**A motion was made by Eddie Foster and seconded by Donna Davenport to approve the Execution of SJRA Crossing Agreement.  
Motion carried**

IX. Office Manager Report

Beth emailed her report to the Board. She advised the Board the office would be closed for the Christmas holidays on December 24<sup>th</sup> and 25<sup>th</sup>. The Board decided to close the office also on December 26<sup>th</sup>.

X. Utility Manager's Report

Tony informed the Board the grit pump #2 check valve has been installed at the wastewater treatment plant.

Pin Oak Lift Station Pump has been installed.

Monthly water report is complete.

Wastewater report is in progress to be submitted.

Well permits are in progress

Bio monitoring sampling is in progress

Purchase order has been sent to Aqua Flo for the Wastewater plant pumps. The 3<sup>rd</sup> bid was higher so order went to Aqua Flo.

Highlights Electrical is coming out to wastewater plant to give a quote for lighting.

Conveyor belt roller upgrades are delayed due to parts delivery lead time.

Krenek Lift Station 3<sup>rd</sup> pump had been picked up and installation to be scheduled for Wednesday.

XI. Treasurer's Report

a. Financial Statements

**A motion was made by Eddie Foster and seconded by Donna Davenport to approve the November Financial Statements.  
Motion carried.**

b. Approve Customer Write-offs

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

**customer write-offs as presented and to table KMCO's.  
Motion carried.**

XII. Convene in executive session to consult with Attorney for pending or threatened litigation pursuant to Section 551.071, real property matters pursuant to Section 551.072, personnel matters pursuant to Section 551.074, and/or security matters pursuant to Section 551.076 of the Texas Government Code.

**A motion was made at 2:00 p.m. by Eddie Foster and seconded by Diane Feland to convene into executive session.**

**Motion carried.**

XIII. Reconvene into regular session

**A motion was at 3:03 p.m. by Eddie Foster and seconded by Diane Feland to return to regular session.**

**Motion carried.**

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

**Upon motion by Eddie Foster, seconded by Diane Feland, the Board voted to increase Mark Martinez's pay to \$23/hour and in addition to grant 3% cost of living increase to all employees. The Board agreed to reconsider raises or bonuses in April after the Board had a better sense of the cost involved with engaging MOC.**

**Motion carried.**

XV. Review District Personnel Policy and take any necessary action.

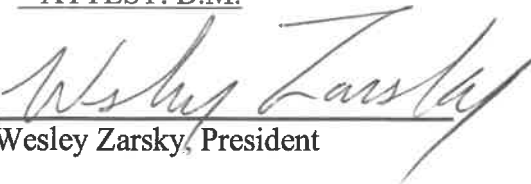
XVI. Adjournment

**A motion was made by Diane Feland and seconded Eddie Foster by to adjourn the meeting at 3:10 p.m.**

**Motion carried.**

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.

ATTEST: B.M.

  
Wesley Zarsky, President

  
Steven Schreiber, Secretary