

**THE STATE OF TEXAS**

**COUNTY OF HARRIS**

On the 20<sup>TH</sup> day of August, 2024, 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	Present
Diane Feland-	Asst. Secretary	Present

**Visitors present:** Beth McCormack, Kristie Wenzrel, Chris Wallace, JoAnn Matthiesen, Isabel Londrigan, Dawn Muth

**Meeting was called to order at 4:00p.m. by Steve Schreiber.**

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

I. Approve minutes

**A motion was made by Wesley Zarsky 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.

N/A

III. Old Business

N/A

IV. New Business

N/A

V. Tax Assessor/Collector’s Report

Dawn Muth went over her report with the Board.

VI. Attorney’s Report

A. Review and approve the Application for Approval by the TCEQ of Project and Bond Issue.

**Table**

B. Review and approve the Order Authorizing Application for Approval of Bond Issue by the TCEQ.

**Table**

## 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
  - 1. SWTP East Site: Sludge Disposal Facilities Relocation
- b. Capital Improvement Plan (CIP)
- c. Bond Application No. 9
- d. TCEQ Request for Revised Wastewater Treatment Plant Design Criteria
- e. Surface Water Treatment Plant Expansion including Contact Time Study
- f. HCMUD No. 560 Interconnect
- g. Lift Station Upgrades: Pin Oak Lift Station
- h. Harris County Runneburg Estates Drainage Improvements
  - i. Pecan Estates Phase 2 Force Main Extension and Gravity Sewer
  - j. 12" Water line Loop to Pecan Estates
- k. Defined Area No. 1 Bond Application No. 2
  - l. 10-inch Sanitary Force Main and 12-inch Water Line Extension serving Cedar Point (Defined Area 2)
- m. Sanitary Sewer Lift Station serving Cedar Pointe (Defined Area 2)
- n. In-District and Defined Area Developments Status including Request for Service Commitments and Site Plan Reviews
- o. Out of District Request for Annexations and Service including Annexation Feasibility Reports and Related Agreements, Utility Extensions, and Creation of Defined Areas.

Isabel Londrigan presented the board with her report.

**A motion was made by Wesley Zarsky and seconded by Diane Feland to approve the Rate Change Order No. 2 in the amount of \$14,300.00 which includes costs for As-Built TOPO.**

**Motion carried.**

## VIII. Office Manager Report

Beth went over her report and advised the Board that the adjuster came out to assess the damage due to the breakin and a representative with ADT came and gave us a quote for extra cameras.

## IX. Utility Manager's Report

Chris informed the Board that the pump at the water plant is going out and he is getting quotes for pumps now.

## X. Treasurer's Report

- a. Approve Financial Statements.

**A motion was made by Diane Feland and seconded by Wesley Zarsky to approve the Financial Statements.**

**Motion carried.**

b. Approve Customer write-offs.

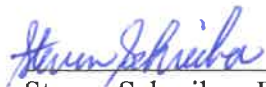
**A motion was made by Wesley Zarsky and seconded by Diane Feland to table the write-offs for KMCO accounts.**

**Motion carried.**

- 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  
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 Diane Feland to adjourn at 4:21 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: K.W.



Steven Schreiber, President



Wesley Zarsky, Secretary