

**THE STATE OF TEXAS**

**COUNTY OF HARRIS**

On the 15<sup>TH</sup> day of October, 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:** Shari Sumner, Kristie Wenzrel, Chris Wallace, JoAnn Matthiesen, Isabel Londrigan, Dawn Muth, Sidney & Lanora Branch, Mathew Malmquist with Meridien Development Group

**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.

**Sidney Branch addressed the Board regarding 5800 Avenue E. and that he would like this property put in his name. He presented paperwork to our attorney showing deeds and death certificates etc.**

III. Old Business

N/A

IV. New Business

a. Discuss and act on a date for the Budget workshop and the committee

**A motion was made by Donna Davenport and seconded Diane Feland to appoint Donna and Diane to the Budget committee and to have the Budget workshop set for November 12<sup>th</sup> at 1:30 p.m.**

**Motion carried.**

V. Hear Developers reports and take any necessary action  
Mathew Malmquist with Meridien Development Group is interested in the property at 11519 FM 2100 and would like to develop a multi-family complex.  
JoAnn advised him that he would need to submit plans along with a deposit for a feasibility study.

VI. Tax Assessor/Collector's Report  
Dawn Muth went over her report with the Board.

VII. Attorney's Report

a. Hold public hearing to consider tax rates, and take any necessary action

N/A

b. Consider and act on Order Setting Debt Service Tax Rate for the District, and take any necessary action.

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the Order Setting Debt Service Tax Rate for the District.**

**Motion carried.**

c. Consider and act on order Setting Debt Service Tax Rate and 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 approve Order Setting Debt Service Tax Rate and Order Setting Maintenance tax Rate and Maintenance Tax For Defined Area 1.**

**Motion carried.**

d. Consider and act on Order Setting Maintenance Tax Rate for Defined Area 2, and take any necessary action

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve Setting Maintenance Tax Rate for Defined Area 2.**

**Motion carried.**

e. Consider and act on Notices to Purchasers of Special Taxing or Assessment District for the District. Defined Area 1 and Defined Area 2, and take necessary action

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve Notices to Purchasers of Special Taxing or Assessment District for the District. Defined Area 1 and Defined Area 2.**

**Motion carried.**

f. Consider and act on amending water and sewer rate order

N/A

g. Discuss letter to Branch home occupant and take necessary action

**Discuss in Executive Session**

## 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. 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 Eddie Foster to approve and authorization to begin Public Advertisement for bids for Cedar Pointe Section 3. Motion carried.**

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the revised Utility commitment letter for Murphy Oil Gas Station as presented. Motion carried.**

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the requested Utility Capacity Letter to La Casita Taqueria & Refresqueria for their replating. Motion carried.**

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the Engineers Report as presented. Motion carried.**

- IX. Office Manager Report  
Handed out report to Board
- X. Utility Manager's Report  
Handed out report to Board
- XI. Treasurer's Report
- a. Approve Financial Statements.  
**A motion was made by Wesley Zarsky and seconded by Diane Feland to approve the Financial Statements.**  
**Motion carried.**
  - b. Approve Customer write-offs.  
**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the write offs and table the write-offs for KMCO accounts.**  
**Motion carried.**
  - c. Approve Investment Report  
**A motion was made by Wesley Zarsky and seconded by Eddie Foster to the approve the Investment Report.**  
**Motion carried.**
- XII. 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 Wesley Zarsky and seconded by Eddie Foster at 4:58 p.m. to convene into executive session.**  
**Motion carried.**
- XIII. Reconvene into regular session  
**A motion was made by Wesly Zarsky and seconded by Donna Davenport at 5:07 p.m. to reconvene into regular session.**  
**Motion carried.**
- XIV. Consider and take necessary action on the result of the Executive Session.  
**A motion was made by Wesly Zarsky and seconded by Donna Davenport to approve the results of executive session.**  
**Motion carried.**

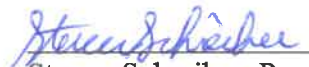
**XV. Adjournment**

**A motion was made by Wesley Zarsky and seconded by Diane Feland to adjourn at 5:08 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.

  
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Steven Schreiber, President

  
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Wesley Zarsky, Secretary