

## THE STATE OF TEXAS

### COUNTY OF HARRIS

On the 28th day of January, 2025, the Crosby Municipal Utility District called a special meeting of the Board of Directors at the office of the District at 103 W. Wahl, 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  
Called to order at 4:05 p.m. by Steve Schreiber.

Steve Schreiber opened the meeting with a prayer.

- I. Approve minutes  
**A motion was made by Donna Davenport and seconded by Diane Feland to approve the minutes as presented.  
Motion carried.**
- II. Citizen's presentations and request to address the Board of Directors and take necessary granting connections for utility commitments and billing adjustments  
N/A
- III. Old Business  
N/A
- IV. New Business  
N/A
- V. Hear Developers reports and take any necessary action  
N/A
- VI. Tax Assessor/Collector's Report  
Dawn Muth presented her report to the Board.
- VII. Attorney's Report  
JoAnn Matthiesen explained the fraud letter from the auditor.

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the contract to Kenneth Lamb Construction Co., Ltd., in the amount \$2,424,693.00.  
Motion carried.**

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

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

**Isabel went over the Engineers report with the Board.**

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve Pay Application No. 4 in the amount of \$223,679.70 to B-5 Construction Co., Inc.**

**Motion carried.**

### IX. Office Managers Report

Beth McCormack handed out report to Board.

### X. Utility Manager's Report

Chris Wallace just updated the board that the district did well during the freeze.

### XI. Treasurer's Report

- a. Approve Financial Statements

**A motion was made by Wesley Zarsky and Eddie Foster to approve the financial statements as presented.**

**Motion carried.**

- b. Approve Customer write-offs

**A motion was made by Wesley Zarsky and Eddie Foster to approve the write offs and table KMCO's.**

**Motion carried.**

c. Approve Investments report

**A motion was made by Wesley Zarsky and seconded by Eddie Foster to approve the Investment report.**

**Motion carried.**

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

N/A

XIII. Reconvene into regular session

N/A

XIV. Consider and take necessary action on the result of the Executive Session  
Consider and act on Notice and Order Reauthorizing Bond Election;

N/A

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

The Board went over the personnel policy.

XVI. Adjournment

**A motion was made by Wesley Zarsky and seconded by Diane Feland to adjourn at 4:56 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.



Steve Schreiber, President

ATTEST: K.W.



Diane Feland, Asst. Secretary