

# THE STATE OF TEXAS

## COUNTY OF HARRIS

On the 4th day of March 2025, the Crosby Municipal Utility District called an operation and planning meeting of the Board of Directors at the office of the District at 103 W. Wahl, Crosby, Texas with the following members present:

<b>Steve Schreiber-</b>	<b>President</b>	<b>Present</b>
<b>Eddie Foster-</b>	<b>Vice President</b>	<b>Present</b>
<b>Donna Davenport-</b>	<b>Treasurer</b>	<b>Present</b>
<b>Wesley Zarsky-</b>	<b>Secretary</b>	<b>(Present by Phone)</b>
<b>Diane Feland-</b>	<b>Asst. Secretary</b>	<b>Present</b>

**Visitors Present:** Beth McCormack, Shari Sumner, Chris Wallace, JoAnn Matthiesen, Isabel Londrigan, Kenneth Farrar & Christie Leighton with Best Trash, Vanessa Rodriguez with Ashton Woods Homes

**Called to order at 4:00 p.m. by Steve Schreiber.**

Chris Wallace opened the meeting with a prayer.

### **I. Approve minutes**

A motion was made by Diane Feland and seconded by Donna Davenport to approve the minutes as presented.

**Motion carried.**

### **II. Old Business**

N/A

### **III. New Business**

#### **a. Discuss trash collection bids and take necessary action**

Vanessa Rodriguez gathered two quotes for trash collection for Cedar Pointe Subdivision for the Board of Directors.

Ken Farrar & Christie Leighton with Best Trash presented their quote to Board of Directors and shared information pertaining to Best Trash operations.

Steve Schreiber advised Vanessa Rodriguez that it was not in the best interest of CMUD to provide trash service to the Cedar Pointe Subdivision.

### **IV. Hear Developers reports and take any necessary action**

Vanessa Rodriguez updated Board on Cedar Pointe Subdivision progress

### **V. Attorney**

#### **a. Discuss the District's exemptions and take any necessary action**

Joe Morrow recommends no changes to exemptions at this time.

A motion was made by Eddie Foster and seconded by Diane Feland to leave exemptions the same and make no changes.

**Motion Carried**

- b. Discuss 20% penalty on delinquent taxes and take any necessary action  
A motion was made by Eddie Foster and seconded by Donna Davenport to impose a 20% penalty on delinquent taxes as of July 1, 2025, for prior year.

**Motion Carried**

- c. Consider and approve the Order Declaring Election Unopposed  
Donna Davenport made a motion and Diane Feland seconded the motion declaring an unopposed Directors election.

**Motion Carried**

## **VI. 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. 12" Water Line Loop to Pecan Estates
- i. Pecan Estates Phase 2 Force Main Extension and Gravity Sewer
- 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 Londrigan went over the Engineers report and action Items with the Board.**

**Engineer requests Pay Application No.6 payment of \$143,855.55 to B-5 Construction and approval for Change Order No. 2 for an extension of 56 days.**

A motion was made by Eddie Foster and seconded by Donna Davenport to approve Pay Application No.6 payment to B-5 Construction in the amount of \$143,855.55.

**Motion Carried**

A motion was made by Eddie Foster and seconded by Donna Davenport to approve Change Order No.2

**Motion Carried**

**Engineer requests preparation of Defined Area No.1 Bond Application No.2**

A motion was made by Donna Davenport and seconded by Diane Feland to begin the preparation of Defined Area No.1 Bond Application No.2

**Motion Carried**

VII. 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  
N/A

VIII. Reconvene into regular session  
N/A

IX. Consider and take necessary action on the result of the Executive Session  
N/A

X. Review the Personnel Policy and take any necessary action.  
N/A

XI. Adjournment

A motion was made by Diane Feland and seconded by Donna Davenport to adjourn at 4:52p.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: S.S.



Diane Feland, Asst. Secretary