

**Chateau Woods Municipal Utility District Board of Director s Meeting held on Thursday, August 22, 2024 at 7:00pm at 10244 Fairview Drive, Conroe Texas 77385.**

**1. Call meeting to order by presiding officer.**

Meeting Called to order by presiding officer President David Schoop at 7:00pm.

**2. Roll Call of Directors and establish a quorum.**

Director Merceri to roll call. Director Cassandra Merceri, Director David Schoop, Director Lacie Whorley, Director Shane Ramsour were all present. Director Lance Shannon was absent.

Also, in attendance were Darcy Tramm and Derick Dickman of A-1 Utility; Lesley Reel of L Squared Engineering, District's Engineer; Emily Forswall of Coats Rose, P.C., the District's General Counsel; and Loren Clark of L&S District Services, the District's Bookkeeper.

Public in attendance Keith Eckert of 1616 Beech Dr., Tracey and Keith Polk of 611 Tallow Dr., Pedro Romirez of 10512 Chateau Ln., Becky Godell of 8181 Traylor, John Allen 11720 Great Oak, Maureen Golden, Terry Price of Tallow Dr.

**3. Invocation, Pledge of Allegiance, and Pledge to the Texas Flag.**

No Action.

**4. Discuss and take possible action to approve the minutes from the July 25, 2024 regular meeting.**

Director Ramsour brought up that on item #7 the late fees for Entergy were being assessed because of auto draft was after due date Loren Clark will change auto draft date, minutes will need to reflect the change. Director Ramsour brought up the wording on item #6 Will need to state Director Merceri is being harassed because of actions of the Chateau Wood MUD District's actions. Minutes will be approved at the next meeting.

**5. Comments from the Public.**

Keith Eckert of 1616 Beech Dr. spoke about how his neighbor is causing a nuisance by putting a dumpster on his property and tree debris on his property, 10300 Longleaf is the address of the owner of the property.

**6. Comments from the Directors.**

Director Schoop was contacted by a resident wanted to use the park the weekend before and after Halloween to have bounce houses and hay rides for the

neighborhood, the resident wants to charge to for admission, Director Ramsour didn't see any issues if a contract is drawn up to release liability, they would be responsible for the lawyers fees and have an insurance policy before rental agreement would be signed, Director Schoop will speak with the resident.

**7. Discuss and take possible action on adjustment request from Angela Jones at 1615 Beech due to leak on customer service line caused by Hurricane Beryl.**

Angela Jones spoke of how during Hurricane Beryl a tree branch pierced a water line she discovered the following day. Director Schoop made a motion to approve the adjustment of the bill to \$72.32 from \$145.63 Director Ramsour seconded the motion, all voted in favor. Motion carried.

**8. Discuss and take possible action on comments from Keith Polk on the following items: short term rentals, the new FEMA flood map and outflowing drainage in his section.**

Discussion about drainage and outflowing maps, L2 is working with the Ortiz family, the county and with FEMA because of missing drainage on maps, Mr. Polk asked about trash rate and sewer rate going up and charging short term rentals more. Director Schoop will contact Oak Ridge and Shenandoah to ask how they handle short term rentals. Director Schoop made a motion to have Keith Polk work with L Squared about drainage on the Ortiz property, and Director Schoop look into charges from Oak Ridge and Shenandoah for short term rentals, there was no seconded. Director Ramsour made a motion to have Director Schoop look into fee assessed for short term rentals from Oak Ridge and Shenandoah, Director Whorley seconded all in favor. Motion Carried. Discussion on the motion not passed, Directors stated that Keith Polk is not a board member and cannot go on owners' property, only Directors are authorized. Director Schoop made a motion to continue talks with the Ortiz family, L Squared, and FEMA as a board without Keith Polk, Director Whorley seconded all voted in favor. Motion carried.

Director Ramsour stated that he wants the drainage, and engineering needs to be moved up in agenda, Director Schoop stated we can move on agenda, discussion does not need to be in the order of the agenda. Moving Engineering items up on the agenda for the next meeting.

**9. Discuss and call a public hearing on proposed 2024 tax rate and authorize publishing notice thereof.**

Director Schoop made a motion to publish a notice to make no change in the rate of 0.2775, Director Ramsour seconded, Director Merceri voted in favor Director Whorley abstained.

Agenda #18 was moved up.

#18 Engineer's report

**Discuss and take possible action on the following Engineering Matters:**

- a. Update on Water Plant No. 3.**
  - b. Updates on developments in the District.**
  - c. Wastewater Plant rehabilitation project.**
  - d. Renewal of TCEQ Wastewater Discharge Permit.**
  - e. West Side Drainage Mitigation Study.**
  - f. New and other ongoing Engineering projects or approvals.**
- A. Application/permit with Lone Star is in technical review, and we expect to be on the agenda for their September 10<sup>th</sup> meeting.
  - B. No new updates.
  - C. Contract has been signed; pre-con meeting scheduled for Monday at 9am with Serencek.
  - D. Notice was published in the newspapers on 8/2 and 8/11, and proofs were sent to TCEQ on 8/16. The comment period ends on 9/16.
  - E. The map is complete and has been sent to a printer to be framed, L Squared will have them in print/frame for the September meeting.
  - F. L Squared have received the additional survey on Springwood. They are looking into whether a ditch reroute to the east is possible for this area. They met with the Conty Engineer on 8/13 to discuss the issues and concerns for the area. He provided several past studies for the area for us to review as well.
  - G. Review and take possible action on the service feasibility study for 816 Chateau Woods Parkway. They will be residential homes not condominiums. Director Schoop made a motion to approve a will serve letter Director Ramsour seconded, Director Whorley voted in favor, Director Merceri abstained.

**10. Discuss and take possible action to accept the bookkeeper's report for July 25<sup>th</sup> to August 22<sup>nd</sup> and approve payment of bills.**

Director Whorley made a motion to approve the bookkeeper's report for July 25<sup>th</sup> to August 22<sup>nd</sup> and payment of bills, Director Schoop seconded the motion. All voted in favor. Motion carried.

Discussion of budget for next year. Budget will be discussed for the next meeting.

**11. Discuss and take possible action on approving agreement with interim building manager for District office rentals.**

Director Schoop made a motion to approve entering into a contract with Becky Godell Director Ramsour. All voted in favor, motion carried.

**12. Discuss and take possible action on monthly building rental report.**

Becky suggested the board get keypad lock for the mud building; Director Schoop made a motion to approve the monthly building rental report Director Ramsour seconded all voted in favor. Motion carried.

**13. Discuss and take possible action on CenterPoint natural gas in Lake Chateau Woods.**

Director Merceri gave the vote counts 27 voted for and 8 voted against for natural gas, 75% of the residents did not vote. No action.

**14. Discuss and take possible action on any previous or new deed restriction complaints, including:**

- a. **Discuss form letter procedure, including setting a policy for completion of letters at Board meeting.**
- b. **10555 Fairview-debris/trash visible from the street (letter mailed 07/29/2024)**
- c. **10508 Westgate- Unkempt yard (letter mailed 07/29/2024)**
- d. **426 Springwood- Unkempt yard (letter mailed 07/29/2024)**
- e. **Any new deed restriction complaints**

A. Director Schoop made a motion to have Director Whorley write the deed restriction letters at the meetings and be sent out the next day, no one seconded the motion. Director Ramsour made a motion to have Director Merceri change the wording on the restriction letters to state the violation needs to be corrected by the next meeting Director Whorley seconded all voted in favor. Motion carried.

B. No action

C. No action

D. 1412 primrose and 426 Springwood Emily Forswall will send letters addressing deed restriction complaints.

E. 10602 Fairview Mr. Sovann Director Whorley made a motion to send a letter Director Schoop seconded all voted in favor. Motion carried.

**15. Discuss and take possible action to amend the District’s Rate Order regarding the sewer rate.**

The rate as it stands is \$25 in district and \$50 out of district, Director Schoop made a motion to raise the rate to \$30 in district and \$60 out of district as of August 25, 2024 Director Whorley seconded all in favor. Motion carried.

**16. Discuss and take possible action on any new or ongoing legal matters, including:**

- a. Approve Election Services Agreement and Joint Election Agreement with Montgomery County.**
- b. Assessment of fines against Starter Homes of Texas LLC for violations of the District Amended Rate Order at their construction sites at 1410 & 1452 Glen Oaks (Rules and Regulations Section 31 A1, A2 & A5)**
- c. Discuss and authorize correspondence to residents regarding removing vegetation in drainage areas.**
- d. Discuss fees of Office and consider adopting Resolution Regarding Fees of Office.**

- A. Director Ramsour made a motion to approve the Election Services Agreement and Joint Election Agreement with Montgomery county Director Schoop seconded all voted in favor. Motion carried.
- B. Director Schoop made a motion to move forward in assessment of fines for Starter Homes Director Ramsour seconded. All in favor, Motion carried.
- C. Director Schoop made a motion to have Director Merceri write letters asking residents to remove vegetation in drainage areas Director Ramsour seconded the motion, all in favor. Motion carried.
- D. Table to next meeting.

**17. Discuss and take possible action on new construction for the following properties based on Engineer’s recommendation:**

- a. Lot3A, Block 2, Lake Chateau Woods Section 2 for Stonewood Landmark.**
- b. Lot3B, Block 2, Lake Chateau Woods Section 2 for Stonewood Landmark.**
- c. Lot 2, Block 1, Flamingo Residences (1424 Flamingo) for Vegas.**
- d. Lot 18A, Block 3, Lake Chateau Woods Section 6 for Lyndon Lazano.**
- e. Lot 13B, Block 3, Lake Chateau Woods Section 7 for Rogelio Ibarra.**

- A. Director Ramsour made a motion to approve new construction at Lot 3 A, Block 2, Lake Chateau Woods Section 2 for Stonewood Landmark Director Whorley seconded all in voted in favor. Motion carried.

- B. Director Ramsour made a motion to approve new construction at Lot 3 B, Block 2, Lake Chateau Woods Section 2 for Stonewood Landmark Director Whorley seconded all in voted in favor. Motion carried.
- C. Director Whorley made a motion to approve new construction at Lot 2, Block 1, Flamingo Residences (1424 Flamingo) for Vegas Director Ramsour seconded all in voted in favor. Motion carried.
- D. Director Schoop made a motion to approve Lot 18A, Block 3, Lake Chateau Woods Section 6 for Lyndon Lazano Director Whorley seconded Director Merceri voted in favor Director Ramsour abstained.

**18. Discuss and take possible action on the following Engineering Matters:**

- a. **Update on Water Plant No. 3.**
- b. **Updates on developments in the District.**
- c. **Wastewater Plant rehabilitation project.**
- d. **Renewal of TCEQ Wastewater Discharge Permit.**
- e. **West Side Drainage Mitigation Study.**
- f. **New and other ongoing Engineering projects or approvals.**

#18 was moved ahead in the agenda.

**19. Discuss and take possible action on July 2024 operations report: including maintenance and repairs to water/sanitary sewer systems, plumbing permits/inspections, parks and customer billing.**

No action.

**20. Discuss and take possible action on District Insurance Renewal and New Cyber Coverage.**

Table to next meeting.

**21. Discuss and take possible action on contract renewal with A-1 Utility and Construction Services, Inc for District operations and billing for a period of 2 years effective October 1, 2024.**

Director Schoop made a motion to renew contract renewal with A-1 Utility and Construction Services, Inc Director Whorley seconded all in favor. Motion carried.

**22. Discussion on upcoming 10/01/2024 to 09/30/2025 District budget.**

Discussed in Bookkeepers report.

**23. Discussion of any items to be included on next meeting's agenda (September 19, 2024)**

Minutes from July 25, 2024 meeting, Flood map drainage and short-term rentals, Stater homes, deed restrictions, District fees of office, Cyber insurance coverage, Amend deed restrictions.

**24. Adjourn.**

Director Whorley made a motion to adjourn the meeting Director Schoop seconded all voted in favor. Motion carried.

Meeting adjourned at 10:11pm.

Meeting minutes prepared by Director Merceri District Secretary.