

**Chateau Woods Municipal Utility District Board of Directors Meeting held on Thursday  
February 27, 2025 at 7:00 PM at 10224 Fairview Dr., Conroe, TX 77385.**

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

Meeting called to order by President David Schoop at 7:00 pm.

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

Director Lacie Whorley took roll call. Director Casandra Merceri, Director Steve Mitschke, Director David Schoop, and Director Lacie Whorley were all present.

Also in attendance were Darcy Tramm of A-1 Utility, Mallory Craig of Coats Rose P.C., District's General Counsel, Lesley Reel of L Squared Engineering, District's Engineer, Loren Clark of L&S District Services, District's Bookkeeper.

Public in attendance were Maureen Golden, Josh Allen 11720 Great Oak Blvd, Ashley Avery 1335 Glen Oaks Dr., Bradley Mitchell 1335 Glen Oaks Dr. and Russell Henderson 10605 Fairview Dr.

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

No action

**4. Discuss and take possible action on Resolution appointing Jorge Ochoa to fill the vacancy on the Board of Directors.**

Director Schoop made a motion to appoint Jorge Ochoa to fill the vacancy on the board of directors. Director Mitschke seconded the motion and all voted in favor. Motion carried.

**5. Administer Oath of Office to newly appointed Director Jorge Ochoa.**

Director Schoop made a motion to accept the Oath of Office for Jorge Ochoa. Director Mitschke seconded the motion and all voted in favor. Motion carried.

**6. Discuss and take possible action on the appointment of officers for the Board of Directors.**

Director Mitschke made a motion to keep the current position/titles the same. Director Schoop seconded the motion and all voted in favor. Motion carried.

**7. Discuss and take possible action to approve the minutes from the January 23, 2025 regular meeting.**

Director Schoop made a motion to table the January minutes until March for an addition to 15D(Sarentec) and 17B (livestock law).

**8. Discuss and take possible action on District Social Media policy for District owned equipment.**

Table for March meeting due to not having the correct count of District owned equipment.

**9. Comments from the Public.**

No action.

**10. Comments from the Directors.**

Director Merceri was concerned that the website was not up to date and that Jorge Ochoa was given access before he took the Oath of Office. Director Whorley did not have access to the website until February 3. The website has been updated with the missing agendas and minutes as of February 28.

**11. Discuss and take possible action to accept bookkeeper's report from January 23<sup>rd</sup> to February 27<sup>th</sup> and approve payment of bills.**

Director fees, bills, legal fees and refunds. Check #5237 payable to Sarentec for \$18,488.75 was not on the report due to questions on time. Director Schoop made a motion to approve the bookkeeper's report. Director Whorley seconded the motion and all voted in favor. Motion carried.

**12. Discuss and take possible action on the resignation of the District's financial advisor.**

No action.

**13. Convene into executive session under Section 551.071 of the Texas Open Meetings Act to confer with District's attorney and engineer regarding**

**A. West side/Springwood drainage mitigation**

**B. Ongoing issues with Starter Homes of Texas, LLC**

Executive session not needed.

a. In design for improvements.

b. Starter Homes of TX has agreed to mediation. Director Schoop made a motion to agree to mediation. Director Whorley seconded and all voted in favor. Motion carried.

**14. Reconvene into open session to take possible action on matters discussed in executive session.**

No action.

**15. Discuss and take possible action on 2<sup>nd</sup> building at water plant #1**

The second building at water plant #1 needs the doors to be fixed, new siding, electrical work and a new security light. The new metal is \$980 and \$3000 for new wiring and light. Director Mitschke made a motion to authorize Director Schoop to spend up to \$5000 on repairs to the building. Director Merceri seconded and all voted in favor. Motion carried.

**16. Discuss and take possible action on adding streetlights within the District.**

Residents have called and complained that some of the streets are too dark. The board is looking into placing approximately 10 lights in the neighborhood. The cost to the district is \$8.75 per light per month. Locations are being determined. Director

Schoop made a motion to add 10 more streetlights in the neighborhood. Director seconded and all voted in favor. Motion carried.

**17. Discuss and take possible action on purchasing license plate reading video cameras.**

Destruction of greenspace and playground equipment and illegal dumping has caused the Board to look into getting cameras that read license plates. The cameras that Director Schoop is looking into is \$1200 per camera. Director Mitschke made a motion to authorize Director Schoop to get quotes on installation on two new cameras. Director Merceri seconded and all voted in favor. Motion carried.

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

**a) Drainage issues from 11002 Sleepy Hollow into White Oak subdivision**

L Squared has submitted a letter of complaint with photos to the county engineer. Ms. Craig will send a letter to property owners notifying them of the violation.

**b) Update on Water Plant No. 3**

Crew is reverse jetting the well. Waiting for a pump test.

**c) Updates on developments in the District**

816 Chateau Woods Parkway annexation is on hold due to the property being in two different ETJ's. The attorney is looking into which ETJ we should/have go with.

**d) Wastewater Plant rehabilitation project**

A couple of pay apps for Sarentec. Sand blasting has started.

Preconstruction meeting is scheduled for March 6. Director Mitschke made a motion to approve the pay apps for Sarentec. Director Whorley seconded and all voted in favor. Motion carried.

**e) New and other ongoing Engineering projects or approvals**

Nothing to report

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

**a) 1119 Chateau Woods Parkway – Unkempt yard, trash visible from street**

No Action. Director Mitschke made a motion to monitor the property to keep it on the agenda. Director Whorley seconded and all voted in favor. Motion carried.

**b) 1305 Beech – complaint about rooster causing nuisance**

No action. City ordinances do not apply to ETJ's.

**c) Any new deed restriction complaints –**

**1. 10740 Twin Oaks – unkempt yard, trash visible from street**

Director Schoop made a motion for the District to send a letter. Director Mitschke seconded the motion and all voted in favor. Motion carried.

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

- a) 3M Tree Services regarding damage done to manhole near 10556 Lingleaf**

A letter of demand was sent from Coats Rose. If there is no response, action will be dropped.

- b) Any other legal matters**

No action.

**21. Discuss and take possible action on new construction for the following properties based on the Engineer's recommendation**

- a) Lot 44-B, Block 6, Lake Chateau Woods Section 7 on Mockingbird Place for The Build Co**

No action. Asking for them to make some changes since it's identical to the one directly next to it.

- b) A portion of Lot 7A, Block 3, Lake Chateau Woods Section 7 on Glen Oak Drive for Ashley Avery**

Will check the setback, drainage survey, and form survey. Director Mitschke made a motion to approve the plans. Director Schoop seconded the motion and all voted in favor. Motion carried.

- c) Lot 1, Block 5, Lake Chateau Woods Subdivision, on Chateau Woods Parkway for The Build Co.**

Tallow and Chateau Ln. Director Mitschke made a motion to approve the plans. Director Whorley seconded and all voted in favor. Motion carried.

**22. Discuss and take possible action on proposals for work at District parks.**

- a) Kiddie cushion at Fairview Park**
- b) Borders around Hunter's Lake Park equipment**

A & B tabled until we receive pricing on both items.

**23. Discuss and take possible action on extension requests for the following plumbing permits**

- a) Stonewood Landmark @ 10310 Sunset (approved 8/22/2024 permit expires 2/27/2025)**

Lacking customer service inspection. Director Schoop made a motion to grant a 30-day extension (expires March 27, 2025). Director Mitschke seconded and all voted in favor. Motion carried.

- b) Stonewood Landmark @ 10314 Sunset (approved 8/22/2024 permit expires 2/27/2025)**

Lacking customer service inspection. Director Schoop made a motion to grant a 30-day extension (expires March 27, 2025). Director Mitschke seconded and all voted in favor. Motion carried.

**c) Abigail Moran @ 10802 Fairview (approved 8/22/2024 permit expires 2/27/2025)**

Director Schoop made a motion to grant a 6-month extension. Director Mitschke seconded and all voted in favor. Motion carried.

**d) Rogilio Ibarra @ 1521 Glen Oaks (approved 8/22/2024 permit expires 2/27/2025)**

Director Schoop made a motion to grant a 60-day extension. Director Mitschke seconded and all voted in favor. Motion carried.

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

Director Schoop made a motion to approve the report. Director Mitschke seconded the motion and all voted in favor. Motion carried.

**25. Discuss and take possible action on January 2025 operations report; including maintenance and repairs to water/sanitary sewer systems, plumbing permits/inspections, parks and customer billing.**

Tachus is the cause of the increased water loss. StormTech owes the district approximately \$5000. Another contractor owes approximately \$2000 and Tachus owes approximately \$17000. Darcy has reached out to Tachus about the money owed to the District and smoke testing. Every month A-1 finds more damage to lines. Previous smoke testing was completed in 2023/2024 and was \$35000 without repairs. Currently, the damage to District lines is \$22,000. Director Schoop made a motion to have Mallory reach out to Tachus and/or AT&T for damages. Director Mitschke seconded the motion and all voted in favor. Motion carried. Darcy has filed the audit with the Comptrollers office and has received the certification.

Director Schoop made a motion to accept the monthly operations report. Director Mitschke seconded the motion and all voted in favor. Motion carried.

**26. Discussion of any items to be included in next meeting's agenda (March 27, 2025)**

7. Minutes for January, 8. Social Media Policy, 19 A. 1119 Chateau Woods Pkwy, 19 C. 10740 Twin Oaks, 21 A. Lot A Block 3 Mockingbird, #22 A & B, and 19 C. getting District letter translated to Spanish. Director Schoop made a motion for Mallory to have the District letter translated to Spanish. Director Whorley seconded and all voted in favor. Motion carried.

**27. Adjourn**

Director Schoop made a motion to adjourn the meeting. Director Mitschke seconded and all voted in favor. Motion carried and the meeting adjourned at 8:52 PM.

Meeting minutes prepared by District secretary Lacie Whorley.