**Chateau Woods Mud Board District Meeting held Thursday September 19, 2024 at 10224 Fairview Drive, Conroe, Texas 77385**

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

Meeting Called to order by Director Shane Ramsour at 7:00pm.

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

Roll Call taken by Director Merceri, Director Shane Ramsour, Director Cassandra Merceri, Director Lance Shannon, Director Lacie Whorley were all present Director David Schoop 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, Loren Clark of L&S District Services, the District’s Bookkeeper.

Public in attendance Becky Godell, MUD district building manager, Scott Hogan, Janet Hogan, Ernesto Grey, Veronica Grey, Lui De la Rosa 816 Chateau Woods Pkwy,

John S. Allen of 11720 Great Oak, Maureen Golden, Dolly Gonzales 10929 Oriole Place, Ernesto Qrinttrma.

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

No action

1. **Discuss and take possible action to approve the minutes from the July 25, 2024 and August 22, 2024 regular meetings.**

Meeting minutes for July 25th meeting were changed to say board member on item #6, Director Ramsour made a motion to approve the July 25th meeting minutes Director Whorley seconded. August meeting minutes were not returned to Director Merceri from Mallory J. Craig tabled to next meeting.

1. **Comments from the Public.**

No comments

1. **Comments from the Directors.**

Director Schoop was looking into short term rentals.

1. **Discuss and take possible action on the following Engineering Matters:**
	1. **Update on Water Plant #3.**
	2. **Updates on developments in the District.**
	3. **Services District will be provided to residential development – 816 Chateau Woods Pkwy.**
	4. **Wastewater Plant rehabilitation project.**
	5. **Renewal of TCEQ Wastewater Discharge Permit.**
	6. **West Side Drainage Mitigation Study.**
	7. **New and other ongoing Engineering projects or approvals.**
		1. Permit for new well location approved on September 10th meeting. Permit has been executed.
		2. No updates.
		3. Legal will review a variance to the deed restriction to allow a driveway, Table to next meeting.
		4. Mrs. Reel will look for invoice and will address later in the meeting.
		5. Comment period ended on 9/16 with no comments. Based on current timelines on other discharge permits, the new permit to be issued within the next 45 days.
		6. A draft memo was sent to the Board. The next steps will be to set up a workshop between any available Board members and the adjacent property owner to go over findings and path forward.
		7. Review current 5-year plan which includes Springwood drainage, proposed amount no more that $500,000 for less than 10 houses. Discussion will continue with the budget.
2. **Discuss and take possible action on FEMA flood map and outfall drainage in the District.**

L2 is getting quotes, no action at this point.

1. ***Recess from regular meeting into Public Hearing on proposed 2024 property tax rate.***

Meeting adjourned to recess into Public Hearing at 7:46pm.

1. ***Close public hearing and reconvene regular meeting.***

Meeting convened at 7:48pm.

1. **Consider, Adopt and Set by resolution the 2024 Ad Valorem Tax Rate for Maintenance and Operation at $0.2775/$100.**

Director Shannon made a motion to adopt and set 2024 Ad Valorem Tax Rate for Maintenance and Operation at $0.2775/$100 Director Whorley seconded all voted in favor, motioned passed.

1. **Consider, Adopt and Set by resolution the 2024 Ad Valorem Tax Rate for Debt Service at $0.0000/$100.**

Director Merceri made a motion to adopt and set by resolution the 2024 Ad Valorem Tax Rate for Debt Service at $0.0000/$100 Director Ramsour seconded all voted in favor, motion carried.

1. **Discuss and take possible action to accept bookkeeper’s report for August 22nd to September 19th and approve payment of bills.**

Moved #15 up in the agenda.

Discuss and take possible action to adopt the 10/01/2024 to 09/30/2025 District budget.

Discussion changes, Director Ramsour made a motion drainage will be changed to $100,000, Director Shannon seconded Director Merceri voted in favor Director Whorley voted No, motion passed.

Director Shannon made a motion to approve budget with change Director Ramsour seconded Director Merceri voted in favor Director Whorley voted no, motion passed.

Invoice was found for Pinnacle it should read as 2 ordered and 50% due would be the cost of $30,980. Director Whorley made a motion to approve bookkeepers report for August 22nd to September 19th and payment of bills Director Ramsour seconded all voted in favor motion passed.

1. **Discuss and take possible action on insurance property schedule update based on input from District Engineer and operations office.**

Director Ramsour made a motion to increase insurance on property premium of $12,712,780.00 and to include cyber insurance Director Whorley seconded all voted in favor, motion passed.

1. **Discuss and take possible action to adopt the 10/01/2024 to 09/30/2025 District budget.**

Discussed above in agenda.

1. **Discuss and take possible action on request from Dolly Gonzales to be allowed to rent the District building.**

Discussion with Dolly Gonzales, Dolly was banned from renting building Director Merceri will review minutes. Table to next meeting.

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

Director Ramsour made a motion to approve the building report Director Whorley seconded all voted in favor motion carried.

Director Ramsour made a motion to have Becky Godall to purchase a key code lock for the building not to exceed $250 Director Shannon seconded all voted in favor, motion carried.

White Oak subdivision made a request to rent the building for their neighborhood meeting Director Ramsour made a motion to approve rental within district fees and 1 deposit to keep for every meeting Director Shannon seconded all voted in favor, motion carried.

1. **Discuss and take possible action on any previous or new deed restriction complaints, including**
	1. **426 Springwood – Unkempt yard (referred to attorney 08/22/2024)**
	2. **10602 Fairview - Unkempt yard**
	3. **Vacant lots on Beech (across from 1614-1620)**
	4. **Any new deed restriction complaints.**
		1. Director Ramsour made a motion to move forward with the lawsuit Director Whorley seconded all voted in favor, motion carried.
		2. No action
		3. No action
		4. No new deed restriction complaints.
2. **Discuss and take possible action on any new or ongoing legal matters, including:**
	1. **Discuss Fees of Office and consider adopting Resolution Regarding Fees of Office.**
	2. **Discuss and consider taking action relating to amending Deed Restrictions.**
	3. **Discuss and consider adopting a form Rental Agreement for the District’s park and open spaces; and**
	4. **If necessary, ongoing issues with Starter Homes of Texas, LLC.**
		1. Table to next meeting
		2. A committee must be formed with at least three residents, Director Ramsour made a motion to form a committee Director Whorley seconded all voted in favor, motion carried. Director Merceri will post on website.
		3. Director Ramsour made a motion to have counsel to draft up a liability agreement for Brian for rental of park area that must be signed before rental agreement Director Whorley seconded the motion all voted in favor, motion carried.
		4. Director Ramsour to levy fines against Starter Homes LLC Director Shannon seconded all voted in favor, motion carried.
		5. Notice of seller to purchaser needs to be recorded at the courthouse, Director Ramsour made the motion to record notice of seller to purchaser at the courthouse Director Shannon seconded all voted in favor, motion passed.
3. **Discuss and take possible action on sewer rate increase for commercial customers.**

Director Ramsour made a motion to increase the commercial rate for in district of $5 and $10 for out of district, Director Whorley seconded the motion, all voted in favor, motion passed.

1. **Discuss and take possible action on new construction for the following properties based on Engineer’s recommendations.**
	1. **Lot 5A, Block 6, Lake Chateau Woods Section 4.**
	2. **Lot 42A, Block 6, Lake Chateau Woods Section 7 for Build Co.**
	3. **Lot 73, Block 6, Lake Chateau Woods Section 7 for Dolly Gonzales**
		1. Director Whorley made a motion to approve new construction for Lot 5A, Block 6, Lake Chateau Woods Section 4 Director Shannon seconded motion, all voted in favor, motion passed.
		2. Director Whorley made a motion to approve new construction for Lot 42A, Block 6, Lake Chateau Woods Section 7 for Build Co. Director Shannon seconded the motion, all voted in favor, motion passed.
		3. Director Ramsour made a motion to approve the plans in red to add a carport to property Director Whorley seconded the motion, all voted in favor, motion passed.
2. **Discuss and take possible action on invoice to 3M Tree Services for damage done to manhole near 10556 Longleaf.**

The resident will be asked to get a copy of 3M Tree Services for a copy of their insurance, and then file a claim with their insurance. Director Ramsour made a motion to contact resident asking for insurance Director Whorley seconded all voted in favor, motion passed. Action on moving forward with getting reimbursement for damage is tabled to next meeting.

1. **Discuss and take possible action on charge to Pan American Underground Utilities for theft of water on September 10, 2024.**

Director Ramsour made a motion to charge to Pan American Underground Utilities for theft of water in the amount of $550 Director Whorley seconded all in favor, motion passed.

1. **Discuss and take possible action on “vegetation” letters sent to property owners along White Oak Creek West by the District on August 27th.**

Letters were sent out on Beech, Table to next meeting.

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

No action

1. **Discussion of any items to be included in next meeting’s agenda (October 24, 2024)**
	1. **Plumbing permit extension request by Stonecreek Builders at 1416 Beech.**

August meeting minutes, 816 Parkway variance, District fees, Dolly Gonzales renting building, damage from 3M Tree services, vegetation letters,

1. **Adjourn.**

Director Ramsour made a motion to adjourn the meeting Director Shannon seconded, all voted in favor, motion carried. Meeting adjourned at 9:53pm