**Chateau Woods Municipal Utility District Board of Directors Meeting Minutes**

**Meeting held at 10224 Fairview Drive, Conroe, Texas 77385 on Thursday, September 28, 2023, at 7:00pm**

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

Meeting called to order by President David Schoop

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

Director Merceri took roll call. Director Cassandra Merceri, Director Shane Ramsour, Director David Schoop, Director Lance Shannon, and Director Lacie Whorley were all present.

Also in attendance were Darcy Tramm and Derick Dickmann of A-1 Utility; Lesley Reel of L Squared Engineering, District Engineer; Tiffany Carden of L&S District Services, District’s Bookkeeper; Larry Foerster, MUD Board general counsel.

Public in attendance were Maureen Golden, Adam Gregg 17135 Pine St. Austin Tx., Bill Smith 26203 Oak Ridge Dr. Spring, Ron Waldbilly 411 Springwood Conroe Tx., Jim Armstrong 331 Springwood Dr. Conroe, Christian Carrell Garman Construction, John Allen 11720 Great Oak, Shawn Martinez 10406 Chateau Ln, Stanley Stewart 10332 Fairview Dr.

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

No action

1. **Discuss and take possible action to approve the minutes for the August 24th regular meeting**

Director Schoop made a motion to approve the minutes for the August 24th regular meeting, Director Shannon seconded and all in favor. Motion carried

1. **Comments from the public**

No comments

1. **Comments from the Directors**

No comments

1. **Discuss and take possible action to accept bookkeeper’s report for August 24th to September 28th and approve payment of bills.**

Director Schoop made a motion to approve bookkeeper's report for August 24th to September 28th and approve payment of bills per review of budget. Director Ramsour seconded and all in favor. Motion carried.

1. **Discuss and take possible action on Fairview Drive Park improvements/renovations**

Discussion on the future improvements to the park and making the improvements within the MUD budget. Director Schoop made a motion to table Fairview Drive park improvements/renovations. Director Whorley seconded and all in favor. Motion carried.

1. **Discuss and adopt 10/01/2023 to 09/20/2024 District budget.**

Director Schoop made a motion to approve and adopt District budget. Director Whorley seconded and all in favor. Motion carried.

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

Director Whorley made a motion to approve monthly building rental report. Director Shannon seconded the motion and all in favor. Motion carried.

1. **Discuss and take possible action on any pervious deed restriction complaints:**
2. **1503 Flamingo- unkept yard and debris visible from the street**
3. **1527 Glen Oak- debris/trash visible from the street**
4. **10929 Oriole- Shipping create in front yard.**
5. **10508 Westgate- tall vegetation in yard**
	1. Homeowner removed debris. No action.
	2. Tabled to next meeting.
	3. Homeowner is in the process of construction to home; debris will be removed when completed.
	4. Yard was mowed. No action.
6. **Discuss and take possible action on any new deed restriction complaints.**
7. **1335 Glen Oak – Standing water on vacant lot becoming a mosquito problem.**
8. **10943 Red Bird- Parking in street blocking roadway**
	1. Director Schoop will look at the lot. Tabled to next meeting.
	2. Director Schoop will speak to homeowner. Tabled at the next meeting.
9. **Discuss and take possible action on any new or ongoing legal matters.**

Mr. Foerster will speak with Tamina/Shenandoah to have an interconnect in Tamina.

1. **Consider approving a revised “Notice to Purchaser in Special Taxing District” and appointing District operator as agent for distribution of the notice in accordance with the Texas water Code.**

Director Schoop made a motion to approve the “Notice to Purchaser in Special Taxing District” and to make A-1 Utility the District’s agent for distribution of the notice in accordance with the Texas Water Code. Director Shannon seconded and all in favor. Motion passed.

**Moving agenda item 20 F up.**

20) F. Discuss and take possible action on feasibility proposal request by Adam Green for 11 acres at 411 Springwood. Adam Green discussed building duplex homes neighborhood on the 11 acres behind Springwood, Director Schoop made a motion for L-Squared to proceed with a feasibility study for Mr. Green. Director Whorley seconded. Director Ramsour abstained from voting. Motion carried.

**Moving agenda item 17 up.**

Discuss and take possible action on new plumbing permit requests from the following builders:

1. Martinez/Maddox @ 10406 Chateau Lane (approved 05/27/21, expired 08/24/23)
2. Stewart @ 10223 Fairview (approved 02/23/23 expired 08/24/23)
3. The Build Co. @10941 Bluebird (approved 03/23/23 will expire 09/28/23)
4. Director Ramsour made a motion to approve an extension for permit till November 16, 2023, Director Whorley seconded the motion all in favor. Motion carried.
5. Director Schoop made a motion to approve a six-month extension, Director Ramsour, Director Shannon, Director Merceri voted against the motion Director Whorley abstained. Motion failed to pass.
6. Director Schoop made a motion to approve a six-month extension. Director Shannon seconded and all in favor. Motion passed.

**Moving agenda item 18 up**

Discuss and take possible action on new construction for the following properties based on Engineer’s bulk recommendations:

1. Revised floor plan(s) at 728 Springwood (Section 5. Block 3, Lots 3-B & 3-C) for Garmen Construction. Director Schoop made a motion to approve revised floor plan. Director Shannon seconded and all in favor. Motion passed.

**Moving agenda item 19 up.**

Discuss and take possible action on dead tree on property neighboring District wastewater treatment plant.

Tree was removed so no action.

1. **Convene into closed executive session to deliberate on the possible purchase of real property as authorized by Section 551.072 of the Texas Government Code.**

Convene into closed executive session at 8:49 pm.

1. **Reconvene into open session to act on any matter discussed in closed session, if necessary.**

Reconvene into open session at 9:07pm

Director Schoop as discussed in closed session made a motion to speak with Mr. Dees about the District’s purchase of property near wastewater plant. Director Whorley seconded and all in favor. Motion passed.

1. **Discuss and take possible action on new plumbing permit requests from the following builders:**
	1. **Martinez/Maddox @ 10406 Chateau Lane (approved 05/27/21, expired 08/24/23)**
	2. **Stewart @ 10223 Fairview (approved 02/23/23 expired 08/24/23)**
	3. **The Build Co @ 10941 Bluebird (approved 03/23/23 will expire 09/28/23)**

Agenda items addressed above.

1. **Discuss and take possible action on new construction for the following properties based on Engineer’s bulk recommendation:**
	1. **Revised floor plan(s) at 728 Springwood (Section 5. Block 3, Lots 3-B & 3-C) for Garmen Construction**

Item addressed above.

1. **Discuss and take possible action on dead tree on property neighboring District wastewater treatment plant.**

Tree removed so no action.

1. **Discuss and take possible action on the following Engineering Matters:**
	1. **Update on Water Plant No. 3**
	2. **Updates on developments in the District**
	3. **Bluebird Place water line replacement**
	4. **Wastewater Plant rehabilitation project**
	5. **Sanitary Sewer I&I Study**
	6. **New and other ongoing Engineering projects or approvals**
2. The crew is currently developing the well/removing drilling fluid. They expect to be complete with this by the end of next week. The transformer pad has been modified for the new transformer size and an Entergy subcontractor was onsite on 9/26 working on running electrical from Chateau Woods Parkway to the plant.
3. Update on Bali Star An invoice for section 1 was sent to the developer on 6/22. Board agreed to place this invoice on hold. No update from developer on when they will be moving forward with construction on Section 1.

Update on Falvey Lake development. Phase 1A has been accepted by the District. Developer is continuing to coordinate with Entergy for service to individual homes and east lift station.

1. The contractor is working on the punch list items. Currently waiting on pictures of the cap place on the existing waterline or the contractor will need to expose the existing line to confirm this was done.
2. L-Squared is preparing the plan package for the necessary rehab items. The electrical engineer is finishing out their plans and specification for the generator modifications. They are also researching potential improvements to the bar screen.
3. Letters were sent to the property owners with leaks outside of the UE the week of 9/11 (14 leaks in total) A-1 has received 2 responses showing the repairs. Discussion of A-1 investigation of leak areas for bidding is necessary.
4. Feasibility study for Adam Green was discussed earlier in agenda.

Director Ramsour made a motion to approve Task order 35 to have an updated waterline and sanitary sewer maps for District records in the amount of $5,000 total. Director Schoop seconded and all in favor. Motion carried.

1. **Discuss and take possible action on August Operations report: including maintenance and**

**repairs to water/sanitary sewer systems, plumbing permits/inspections, parks, and customer billing.**

No action

1. **Discuss and take possible action on providing District office with emergency power.**

Tabled to next meeting.

1. **Discussion of any items to be included on next meeting’s agenda.**

Stanley Stewart Sr. wishes to discuss drainage at 10336 Twin Oaks

Park improvements

1527 Glen Oak deed restriction violation

10939 Red Bird

Emergency power at District office

1. **Adjourn**

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

Meeting adjourned at 9:40pm

Meeting minutes prepared by District Secretary Director Merceri