

**Chateau Woods Municipal Utility District Board of Directors meeting minutes**

**Meeting held at 10224 Fairview Drive, Conroe, Texas 77385 on**

**Thursday, February 22, 2024**

**At 7:00pm**

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

Meeting called to order by Presiding Officer President David Schoop at 7:13 pm.

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

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

Also in attendance were Darcy Tramm and Derick Dickmann of A-1 Utility; Lesley Reel of L Squared Engineering; Loren Clark of L&S District Services, District's Bookkeeper; Larry Foerster, MUD Board General Counsel.

Public in attendance were John Allen of 11220 Great Oak, Maureen Golden Alverez of Alverez Venture Capital of Lot 1-c, Block 4 Section 5 (Springwood).

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

No action.

**4. Discuss and take possible action to approve the amended minutes for the November 16<sup>th</sup> 2023 regular meeting.**

Director Schoop made the motion to approve the amended minutes for the November 16th 2023 regular meeting. Director Whorley seconded and all in favor. Motion passed.

**5. Discuss and take possible action to approve the minutes from the January 5, 2024 special meeting and January 25, 2024 regular meeting.**

Director Schoop made a motion to approve the minutes from the January 5<sup>th</sup> special meeting and the January 25 regular meeting. Director Whorley seconded and all in favor. Motion passed.

**6. Comments from the Public.**

None.

**7. Comments from the Directors.**

Director Merceri asked why there was digging in the ball field. Director Schoop stated that lights are being installed.

**8. Discuss and take possible action to accept bookkeeper's report for January 25<sup>th</sup> to February 22<sup>nd</sup> and approve payment of bills.**

Director Schoop made a motion to approve bookkeeper's report and payment of bills for January 25<sup>th</sup> to February 22<sup>nd</sup>. Director Whorley seconded and all in favor. Motion passed.

**9. Discuss and take possible action to submit property tax exemption information (due to MCAD by March 1).**

Director Schoop made a motion to approve the tax exemption for 20% of Homestead, \$30,000 for over 65 and \$30,000 for Disability with no change from last year. Director Whorley seconded and all in favor. Motion passed.

**10. Discuss and take possible action about maintaining and updating the District website.**

Director Schoop made a motion to appoint Director Merceri in charge of the District's website. Director Whorley seconded and all in favor. Motion passed.

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

**a. Discuss and take possible action on changes to building rental fees and/or deposits.**

A. Director Schoop made a motion to approve the building rental report. There was no second to the motion because there was discussion on change of rental fees and or deposits. Therefore, there was no action.

**12. Discuss and take possible action on funding options for Fairview Drive Park improvements.**

No action.

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

Tabled.

**14. Consider request by Ali DiFrancesco to constrict a perimeter security fence at 10707 Longleaf.**

Tabled until after closed executive session at item 15.

**15. Convene into closed executive session to discuss confidential legal matters with the District's attorney as authorized by Section 551.071 of the Texas Government Code.**

Convened into closed executive session at 7:41 pm.

**16. Reconvene into open session to take action if necessary, on matters concerning a perimeter security fence as discussed in closed executive session.**

Reconvene into open session at 7:57 pm.

Agenda item #14- Tabled to next meeting.

**17. Discuss and take possible action on any previous deed restriction complaints.**

**a. 424 Cactus- debris and garbage bags visible from the street.**

A. No action.

**18. Discuss and take possible action on procedure for reporting and enforcement of deed restriction complaints as well as any new complaints.**

No action

**19. Discuss and take possible action on any new or ongoing legal matter.**

- a. Unpermitted plumbing at 10880 Sleepy Hollow.**
- b. Discuss and take possible action on the replacement of the District's retiring general counsel.**
  - A. No action
  - B. Director Schoop will contact board members to determine when a special meeting can be held.

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

**a. Lot 1-C, Block 4 of Lake Chateau Woods Section 5 for Alvarez Venture Capital**

The board asked Mr. Alvarez for a 5 foot drainage easement that is consistent with the 5 foot building set back line so that nothing can be built on the proposed 5-foot drainage easement. This would maintain the natural surface water flow across the lot. The District engineer and the board's concern is that natural surface water currently flowing across the lot should not be pushed back into the neighborhood and cause unnecessary flooding to neighboring homes. The board was willing to make accommodations for the drainage easement. Mr. Alvarez flatly refused to approve the drainage easement on his property even though it was consistent with the 5 foot building set back line, and he refused to make any accommodations with the board. The board expressed its concern that any construction in the five foot set back area would impede the natural flow of surface water across the lot and needed to take in consideration the repercussions and negative effects it would cause the neighborhood. Given Mr. Alvarez's refusal to cooperate with the board, Director Merceri made a motion to deny new construction for Lot 1-C, Block 4 of Lake Chateau Woods Section 5 for Alvarez Venture Capital. Director Whorley seconded the motion. All in favor of motion, and motion passed to deny new construction absent the necessary drainage easement.

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

- a. Update on Water Plant No. 3**
- b. Update on developments in the District**
- c. Wastewater Plant rehabilitation project**
- d. Sanitary Sewer I&I Study**
- e. District Overall Water & Sewer Maps**
- f. Renewal of TCEQ Permit**
- g. New and other ongoing Engineering projects of approvals.**
  - A. The well driller has requested a third well location. The well driller is currently coordinating with the Groundwater District to see what is needed to update the current well permit with the new location.
  - B. Bali Star is still on hold.  
Falvey Lake development- Phase 1A accepted by the District, Developer is continuing to coordinate with Entergy for service to individual homes and the east lift station.
  - C. Plans are out for bid. The bid date was extended to 3/26/24 so far, no bids have been turned in.

- D. Discuss status of A1 investigation/repair of leak areas; 1 manhole left to be repaired.
- E. Draft of the overall water and sewer maps have been provided.
- F. L Squared is working on the permit application package and have the required pages for Director Schoop to sign.

**22. Discuss and take possible action on security system at water plant #3**

Director Schoop got a quote for \$3,900; he will get other quotes. Tabled to next meeting.

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

- a. Discussion about water system's ongoing water loss
- b. Annual Eminent Domain Filing (Filed 11/01/2023)
- c. Annual Texas Water Development Board Water Use Survey
- A. No action
- B. No action
- C. No action

**24. Discussion of any items to be included on next meeting's agenda.**

- a. Annual review of investment Policy and Appointing Investment Officer (L&S District Services)
- b. Special Purpose District filing with Texas Comptroller (for previous fiscal year) due by 04/01/2024 – to be filed by Auditor.
- c. Plumbing permit extension- Alexis Van DeVen Seda at 728 Springwood CenterPoint, Security system, 10707 Longleaf, and perimeter fence,

**25. Adjourn**

Director David Schoop made a motion to adjourn the meeting at 8:46 pm. Director Whorley seconded. All in favor and meeting was adjourned.

Meeting Minutes prepared by board secretary Director Merceri