

**Chateau Woods Mud Regular meeting**

**August 24, 2023**

**10224 Fairview, Conroe, Texas 77385**

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

Director David Schoop called the meeting to order at 7:00pm

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

Director Cassandra Merceri took roll call. Director Cassandra Merceri, Director Shane Ramsour, Director David Schoop, and Director Lance Shannon 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 Mareen Golden, John Allen 11720 Great Oak.

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

No action

**4. Discuss and take possible action to approve the minutes for the July 27<sup>th</sup> regular meeting.**

Director Schoop made a motion to approve the minutes for the July 27<sup>th</sup> regular meeting and August 14<sup>th</sup> special meeting. Director Shannon seconded and all-in favor. Motion carried.

**5. Discuss and take possible action on Resolution appointing Lacie Whorley to fill the vacancy on the Board of Directors.**

Director Schoop made a motion to appoint Lacie Whorley to fill the vacancy on the Board of Directors. Director Ramsour seconded and all-in favor. Motion carried.

**6. Administer Oath of office to newly appointed Director Lacie Whorley.**

Larry Foerster administered Oath of office to Lacie Whorley

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

The Board made the following officer selections: Director David Schoop will remain President, Director Shane Ramsour will move to Vice President, Director Lance Shannon will move to Treasurer, Director Cassandra Merceri will remain Board Secretary, and Director Lacie Whorley will be a Director.

**8. Recess from regular meeting into Public Hearing on proposed Amended Rate Order revisions.**

Public Hearing began at 7:07pm

## **Public Hearing**

All interested parties are hereby notified that at 7:00pm on Thursday, August 24, 2023, the Board of Directors of Chateau Woods Municipal Utility District (“the District”) will consider comments from the public at a hearing to be held at the District’s Community Building at 10224 Fairview Drive, Conroe, Texas 77385, concerning proposed amendments to the District’s Amended Rate Order entitled Order By Chateau Woods Municipal Utility District. As Amended (“the Order”). The amended Order implements changes are to be effective September 1, 2023. The substantive changes are as follows:

1. The District Board of Directors will hear comments from the public on the Amended Rate Order to included the following amendments:
  - a. Amendment to Section 8, Drainage Requirements, regarding procedures for drainage plans requiring grading of lots to maintain three-foot drainage strips along property lines
  - b. Amendment to Section 8, Drainage Requirement, requiring at least 1.5 inches of space under fences to provide free flow of surface water across lots.
  - c. Adding new Section 31, “Required Construction Practices,” for regulation of active residential and commercial construction sites.
  - d. Making Changes in Appendix “A” of the Order regarding water and tap fees and updating water charges to Old Tamina Water Supply Corporation.
  - e. Amendment to Appendix “F” Drought Contingency Plan, by replacing a member of the Drought/Emergency Management Committee and clarifying Committee membership.

### **9. Close Public Hearing and reconvene regular meeting.**

Public Hearing closed and reconvened regular meeting at 7:09pm

### **10. Discuss and take possible action to approve Amended Rate Order with Proposed revisions**

Director Schoop made a motion to approve Amended Rate Order with Proposed revisions. Director Ramsour seconded and all in favor. Motion carried. The Amended Rate Order will be effective October 1, 2023.

### **11. Recess from regular meeting into Public Hearing on proposed 2023 property tax rate.**

Recess from regular meeting at 7:10pm

#### **Public Hearing**

1. Board President to open Public Hearing
2. Discuss the proposed 2023 Ad Valorem maintenance and operations tax rate of \$0.2775 per \$100 of valuation
3. Discuss the proposed 2023 Ad Valorem debt service tax rate of \$0.000 per \$100 of valuation.

During this time, public is invited to address the Board of Directors regarding the proposed tax rate. Speaker time may be limited to allow all members of the public adequate time to address the Board

4. Adjourn Public Hearing and reconvene regular meeting.

**12. Close Public Hearing and reconvene regular meeting.**

Public hearing closed and reconvening regular meeting at 7:12pm

**13. Consider, Adopt and Set by Resolution the 2023 Ad Valorem Tax Rate for Maintenance and Operation at \$0.2775/\$100**

Director Schoop made a motion to decrease and set tax rate to \$0.2775/\$100 for Maintenance and Operation. Director Ramsour seconded. Larry Forester requested a roll call vote of each director. Director Schoop "For." Director Ramsour "For". Director Shannon "For". Director Whorley "For". Director Merceri "For". All in favor. Motion Carried.

**14. Consider, Adopt and Set by Resolution the 2023 Ad Valorem Tax Rate for Debt Service at \$0.000/\$100.**

Director Schoop made a motion to Adopt and Set Tax Rate for Debt Service at \$0.000/\$100. Director Ramsour seconded. Roll call vote made: Director Schoop "For". Director Ramsour "For". Director Shannon "For". Director Whorley "For". Director Merceri "For" All in favor. Motion Carried.

**15. Comments from the Public**

No action

**16. Comments from the Directors.**

Director Schoop made a comment that he spoke to the owner of the trees on the property by sewer plant; he is not interested in cutting trees down the trees. Director Schoop will speak with owner once more.

**17. Discuss and take possible action on Resolution to increase per diem payments to Board members from \$150.00 to \$221.00 (per day)**

Director Ramsour made a motion to approve resolution to increase the per diem of each board member from \$150.00 to \$221.00 effective July 1, 2023. Director Shannon seconded the motion. All in favor. Motion carried.

**18. Discuss and take possible action to accept bookkeeper's report for July 27<sup>th</sup> to August 24<sup>th</sup> and approve payment of bills.**

Director Schoop made a motion to accept the bookkeeper's report. Director Shannon seconded and all in favor. Motion carried.

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

Director Merceri commented that the meeting room has not been cleaned in several months. Director Schoop will discuss this with Lisa Hudson, and report was tabled to next meeting.

**20. Discuss and take possible action regarding 1605 Flamingo (Driveway with 3' of property line)**  
Owner addressed issue so no action.

**21. Discuss and take possible action on litigation and reimbursement for fees -426 Springwood**  
No action

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

- a. **10501 Twin Oaks – Rubbish (washer or dryer) and debris visible from the street.**
- b. **10740 Twin Oaks- broken appliances, tires, and debris in driveway**
- c. **10927 Mockingbird- rubbish and debris visible from the street**
- d. **606 Springwood- swimming pool in driveway**

- A. No Action
- B. No Action
- C. No Action
- D. No Action

**23. Discuss and take possible action on any new deed restriction complaints.**

**A. 1503 Flamingo – unkept yard and debris visible from the street**

**B. 1527 Glen Oak- debris/trash visible from the street.**

A. Tabled

B. Tabled

C. 10929 Oriole Construction material in yard– Director Schoop made a motion to have Director Merceri construct and deliver a letter informing homeowner about deed restriction violation. Director Shannon seconded and all in favor. Motion carried.

D. 10508 Westgate- table

**24. Discuss and take possible action on any new or ongoing legal matters.**

Discussion about wording on letters to property owners with broken clean outs outside of easements.

**25. Discuss and take possible action on plumbing permit renewal requests from the following builders;**

a. **Martinez/Maddox @ 10406 Chateau Lane (approved 05/27/21, extension until 08/24/23)**

b. **Stewart @ 10223 Fairview (approved 02/23/23, original permit expires 08/24/23)**

A. Director Schoop made a motion to disconnect service. Director Ramsour seconded and all in favor. Motion carried.

B. Directo Schoop made a motion to disconnect service. Director Shannon seconded and all in favor. Motion carried.

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

- A. None**
- a. No action

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

- a. **Update on Water Plant No. 3**
- b. **Updates on developments in the District**
- c. **Bluebird Place water line replacement**
- d. **Wastewater Plant Rehabilitation project**
- e. **Sanitary Sewer I&I Study**
- f. **New and other ongoing Engineering Projects or approvals**

- A. The crew is trying to retrieve the wire and motor out of the well. A new motor and piping have already been ordered. The contractor is modifying the transformer pad to accommodate a 15kV transformer. Director Schoop made a motion to approve change order #3 for \$0 and grant a 90-day extension. Director Whorley seconded. Director Ramsour abstained. Director Shannon Director Merceri in favor. Motion passed by 4 with one abstention.
- B. Bali Star- an invoice for Section 1 was sent to the developer on 6/22. Board agreed to place this invoice on hold. We have not received an update from the developer on when they will be moving forward with the construction of Section1.  
Falvey Lake – Phase 1A has been accepted by the District. Developer is continuing to coordinate with Entergy for service to individual homes and east lift station.
- C. Bluebird Place water line replacement. Substantial walk-through was done on 8/3. The contractor notified us on 8/23 that the items on the punch list have been addressed. We are working on verifying this. Director Ramsour made a motion to approve pay application #1 in the amount of \$48,879.00. Director Shannon seconded the motion and all in favor. Motion carried.
- D. The electric engineer is finishing plans and specification for the generator modifications. Researching potential improvements to the bar screen.
- E. Discussion of finding of smoke testing. Director Ramsour made a motion to purchase 35 infiltration lids. Director Whorley seconded and all in favor. Motion passed. Director Schoop made a motion for A-1 Utility to start inspections on clean outs and repairs, if possible (not seconded) but all in favor. Task order #34 will be tabled at this time.
- F. New and other ongoing Engineering projects or approvals- review 5-year plan

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

No action.

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

No action

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

Building rental report, deed restriction complaints, Budget, dead trees near sewer plant, and Fairview park.

**31. Adjourn**

Director Ramsour made a motion to adjourn the meeting. Director Whorley seconded and all in favor.

The meeting adjourned at 8:55pm.

Meeting minutes prepared by Director Merceri, Board Secretary