

**Chateau Woods Mud Board meeting minutes for November 17, 2022**

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

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

Meeting called to order by presiding officer David Schoop at 7:00pm

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

Director Alanna Hardage, Director Shane Ramsour, Director Cassandra Merceri, and Director David Schoop were present.

Also in attendance were Larry Foerster, MUD board general counsel; Tiffany Carden of L&S District Services, District's Bookkeeper; Darcy Tramn and Derick Dickmann of A-1 Utility; Levi Love of L Squared Engineering, District's Engineer.

Public in attendance Bob Bagley 532 Cactus Dr., Case Robinson 1601 Primrose St., Maureen Golden, John Allen 11720 Great Oak, Don Osborn 432 Springwood, K. M. 432 Springwood, Lacie Whorley 647 Chateau Woods Pkwy, and Debbie Simmions Davis 431 Pinewood.

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

Invocation and Pledges given

**4. Confirmation by order of the uncontested election of Board Member Cassandra Merceri to the Board of Directors**

Director Schoop a motion to confirm the canvassing of the vote for the uncontested election of Board Member Cassandra Merceri to the Board of Directors. Director Hardage seconded and all in favor. Motion passed.

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

Director Schoop made a motion to appoint officers for the Board of Directors: Director Schoop President, Director Hardage Vice President, Director Merceri secretary, and Director Ramsour, Treasurer. Director Hardage seconded all in favor and motion passed.

Move up agenda item #30

Discuss and take possible action on Board appointment to fill vacancy on Board of Directors

Lance Shannon, Lacie Whorley, and Bob Bagley stated they are interested in the vacancy on the Board of Directors. All spoke on why they wanted to be on the board. Director Schoop made a motion to move the vote to next meeting (December 15<sup>th</sup>). Director Hardage seconded and all in favor. Motion passed.

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

Director Hardage made a motion to approve the minutes for the October 27<sup>th</sup> regular meeting. Director Ramsour seconded and all in favor. Motion passed.

**7. Comments from the Public**

Don Osborn made a comment that the clock in the meeting room needs to be changed.

**8. Comments from the Directors**

Director Merceri asked if the FFA can use the parking lot for their event on December 1<sup>st</sup> and the board had no issue with that. Carpet left out at street on Fairview for some time; trash people tagged it and it still sits. Director Hardage will send a letter asking them to remove it. Director Hardage stated there are complaints of a trailer parked on Beech. Director Schoop will talk to them.

**9. Discuss and take possible action on drainage on Springwood Drive.**

Director Schoop has been in contact with Hugo Sanchez from the county. He is waiting for response. Item is tabled at this time.

**10. Discuss and take possible action on adjustment request from Don Osburn at 432 Springwood Drive (high bill due to water break on customer's line) Denied at September meeting**

Mr. Osburn spoke why his bill was so high, he has already had a prior adjustment. Director Schoop made a motion to deny adjustment. Director Hardage seconded and all in favor. Request denied.

**11. Discuss and take possible action on ballfield maintenance, lighting, and fees**

Check will be voided for maintenance Cody Owens. Short break was taken to investigate charges for ballfield. Director Ramsour went to walk to ballfield and ask people that were using at the time. Break which started at 7:57pm.

8:01pm meeting reconvened no one was at the park. Director Ramsour made a motion to have Cody Owens to continue with maintenance only Director Hardage seconded all in favor.

**12. Discuss and take possible action to accept bookkeeper's report for October 27<sup>th</sup> to November 17<sup>th</sup> and approve payment of bills**

General operating account ending balance from last meeting \$98,404.24 after payment of bills. Ending balance \$63,594.96. On building rentals refund to Capitol Inspectors LLC of \$300 will be held till further investigation is performed. Director Ramsour made a motion to approve bookkeeper's report. Director Hardage seconded and all in favor. Motion passed.

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

Tabled to next meeting

**14. Discuss and take possible action Board sending initial notice of deed restriction violation prior to attorney involvement**

Director Schoop made a motion to have Director Hardage send letters for deed restriction violations. This may save some attorney's fees. Director Ramsour seconded and all in favor.

**15. Discuss and take possible action on request for new water service agreement with Old Tamina Water Supply Corporation**

Director Schoop made a motion to approve new water service agreement with Old Tamina Water Supply Corporation Director Hardage seconded. All in favor and motion passed to approve agreement.

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

**a. 10938 Twin Oaks- Recreational vehicles connected to District water and/or sewer service**

**b. 1318 Glen Oak- construction materials visible from the street**

A. No action needed

B. Director Schoop will investigate it. Tabled to next meeting.

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

Possible violations at 426 Springwood and 10407 Fairview.

**18. Convene into executive session per Texas Open meetings Act to discuss Real Property (551.072)**

No new to report

**19. Reconvene to regular meeting**

No action

**20. Discuss and take possible action on items discussed in executive session**

No action

**21. Consider report from District's attorney on house constriction at 11962 Silverleaf Court without proper plumbing inspection and take action if necessary**

Director Schoop made a motion to have Precision Homes pay a penalty fee of \$2,500 for violating the District Rate Order by not getting rough-in plumbing inspection. An affidavit by David Schoop will be recorded at the courthouse as no inspection was performed. The rate order calls for up to \$1,000 per day for a violation. The board approved a penalty of 2,500., part of which is for \$500 attorneys fee. The Sligar \$2500 deposit will not be returned until the penalty is paid. Director Ramsour seconded and all in favor. Motion passed.

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

No action

**23. Discuss and take possible action on maintenance of drainage ditch near District office as well as drainage ditch through section 7 and open ditch off Springwood**

Cody Owens sent a bid for \$3,000 in. Item is tabled to next meeting

**24. Discuss and take possible action on drainage issue in back easement of 10306 Twin Oaks Drive**

Director Schoop made a motion to send a letter to 10306 Twin Oaks Drive stating to address drainage on southside of property. Director Ramsour seconded and all in favor of motion.

Director Schoop made a motion to address the drainage on 10223 Fairview. Director Ramsour seconded and all in favor. Motion passed.

**25. Discuss and take possible action on permit extension request from:**

**a. Moran at 11941 Silverleaf lane (originally approved 03/24/2022) expired on 09/24/2022)**

A) Director Schoop made a motion to grant a 6 month extension. Director Ramsour seconded and all in favor. Six month extension granted.

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

**a. Lot 1A, Block 4, Lake Chateau Woods Section 7 for Case Robinson**

**b. Lot 5-B, Block 11, Lake Chateau Woods Section 7 for Mauricio Lazo**

A. Director Ramsour made a motion to deny new construction on Lot 1A, Block 4, Lake Chateau Woods Section 7. Director Schoop seconded and all in favor.

B. Director Ramsour moved to approve with an inspection of plumbing, and fines will be assessed pending inspection results. Director Schoop seconded and all in favor. Motion passed.

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

**a. Update on Water Plant 1 Gst installation**

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

**c. Updates on developments in the district**

**d. Bluebired Place water line replacement**

**e. Wastewater Plant rehabilitation project**

**f. Discussion and possible action on the acceptance of infrastructure within The Reserve at Sleepy Hollow**

**g. New and other ongoing Engineering Projects or approvals**

A. Still retaining money till completion Tank has been tied into system. Superior Tank has been notified there are items that have not been addressed from the punch list.

B. Director Schoop made a motion to approve Change order No. 2 in the amount of \$12,250.00. Director Hardage seconded. Director Ramsour abstained Director Merceri in favor of motion. Motion passed.

C. Update regarding Bali Star Homes development: an invoice for section 1 was sent to the developer on 6/22. Board agreed to place this invoice on hold. FEMA is reviewing the LOMR for the floodplain. Section 2 cannot be submitted to the County for review until FEMA has approved.

Update regarding Falvey Lake Development Phase 1A has been accepted by the District.

- D. Survey has been kicked off for this street. Survey will take approximately 30 days to complete
- E. L2 Engineering to schedule a site visit with Operator to go over all rehab items.
- F. Discuss status of Phase 1B of the Sleepy Hollow development.
- G. Update on I&I Study. Meters to be set on Tuesday or Wednesday next week.

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

No action needed

**29. Discuss and take possible action on sale of portable generator**

Director Hardage made a motion to place generator for sale for \$5,500 without trailer or \$6,000 with trailer sold "as is" to bidder. Director School seconded and all in favor. Motion passed.

**30. Discuss and take possible action on Board appointment to fill vacancy on Board of Directors**

Has been moved up in agenda

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

Drainage on Springwood, ballfield maintenance and fees, Building rental contract, deed restrictions, drainage of ditches near district office, vacancy on board

**32. Adjourn**

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

Meeting adjourned at 9:57pm.

**Meeting minutes prepared by board secretary Director Merceri**