

**Chateau Woods Municipal Utility District Board of Directors Meeting held on Thursday,
September 25, 2025 at 7:00 PM at 10224 Fairview Drive, Conroe, TX 77385.**

1. Call meeting to order by presiding officer.

Meeting called to order by Director Cassandra Merceri at 7:00 PM.

2. Roll Call of Directors and establish a quorum.

Director Whorley took roll call. Director Cassandra Merceri, Director Jorge Ochoa and Director Lacie Whorley were present. Director David Schoop and Director Steve Mitschke were not in attendance. Also in attendance were Darcy Tramm and Derick Dickmann of A-1 Utility; Emily Forswall of Coats Rose P.C., District's General Counsel; Lesley Reel of L2 Engineering, the District's Engineer; Loren Clark of L & S District Services, the District's Bookkeeper; Becky Godell, MUD building manager; Ken Farrar with Best Trash; Bryan Elizondo with Clayton Homes; Maureen Golden; Terry Price of 520 Tallow; Kitty Jones of 605 Chateau Woods Pkwy; Debbie Simmons-Davis of 431 Pinewood; James Trocko of 608 Tallow and John Allen of 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 from the August 28, 2025 regular meeting and the September 16, 2025 special meeting.

Defer until the October 23 meeting due to not being completed and sent to the attorney by deadline. (Microsoft license expired)

5. Comments from the Public.

Kathleen Steiner contacted Director Schoop regarding her back fence and Hunter's Lake. She is upset that the maintenance of Hunter's Lake has not been completed in over two months, and her fence has trumpet vines growing on it. Per the attorney, maintenance for the MUD is about maintaining facilities so the functionality works. The mowing maintenance is supposed to be on the county. We have mowed the grass in the past, but the lake was too muddy at one point to access. A survey has been carried out of Hunter's Lake and is under review. The survey will be on October 23, 2025 agenda. James Trocko inquired about mosquito control. The county has placed traps across the area to see where ground spraying is needed.

6. Comments from the Directors.

Compliments on the flowers at the entrance.

7. Discuss and take possible action to accept bookkeeper's report for August 28th to September 25th and approve payment of bills.

The Board recognized the District's bookkeeper who presented the District's usual payment of bills including Entergy, Best Trash, A-1, T-Mobile, US Treasury and August Sale Tax. Director fees, Legal fees, Bookkeeping fees, and builder deposit refunds. Director Whorley made a motion to approve the bookkeeper's report and authorize payment of bills. Director Ochoa seconded the motion, and all voted in favor. Motion carried.

8. Discuss and take possible action to write off uncollectable amounts from closed accounts.

Total amount owed to the District is \$3,599.81 with the accounts ranging from June 2019 to December 2024. If sent to a collection agency, we would only collect pennies on the dollar. Director Ochoa made a motion to approve the write off of uncollected funds from closed accounts. Director Whorley seconded the motion, and all voted in favor. Motion carried.

9. Discuss and adopt budget for 10/01/2025 to 09/30/2026 fiscal year.

We kept the same budget for most categories with a few decreases due to not having any major planned projects or rehabs. A couple of items we did increase the budget for are listed below:

Utilities increased from \$60,000 to \$75,000

Park Beautification & Equipment increased from \$22,000 to \$75,000

Water Plant #2 GST, drain, clean, inspect increased from \$16,500 to \$100,000

Director Ochoa made a motion to approve 2025/2026 budget with the changes. Director Whorley seconded the motion and all voted in favor. Motion carried. Loren will be out of town for the October meeting but will send the documents to Emily and call in for the meeting to go over the report.

10. Discuss and take possible action on issues with trash service and complaint from resident at 10310 Sunset.

Ken Farrar with Best Trash spoke about three areas of service that were the most concerning to him. Trash that has fallen in the road/ditch from the cans being emptied, cans being tossed into the ditches, and communications with the office. Since the September 25 meeting, Best Trash has performed four audits while the trucks were in the neighborhood. They found that the driver was not a good leader and was terminated. A new driver has taken over, and it will take about one month (8 times driving the route) to get familiarized with the route. On August 7th, 508 Chateau Woods Pkwy, their trash was skipped due to the house facing the Parkway and the driveway being on

Songwood. On August 28th 647 Chateau Woods Parkway, the recycling was skipped two weeks in a row, the driver is now required to take a picture if the recycling is not out. 10830 Sleepy Hollow, the customer called on three separate occasions and spoke with the same CSR that claimed she would pull the video and take care of the matter. Mr. Farrar worked with the customer and stated that the CSR was suspended for not following through with this particular case. The house at 10830 Sleepy Hollow was missed again on Monday and Thursday. The supervisors followed the truck, went by the house today September 25th and the trash has been collected. Director Merceri informed Mr. Farrar that today Thursday, September 25th one of the trucks had spilled glass down the middle of Fairview and that on the Parkway where there is not a median, the driver was driving on the wrong side of the road while the men were collecting cans. Mr. Farrar asked that we call as soon as we see a problem so it can be addressed immediately, especially if the truck is still in the neighborhood. The best way to get a Best Trash customer service rep is to go to Best-Trash.com and on the right side of the page is their phone number with an oblong **Chat** button. Using the **Chat** button is the fastest way to get help.

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

a) Update on Water Plant No. 3

Still waiting for TCEQ

b) Updates on developments in the District

No new updates

c) Wastewater Plant rehabilitation project

Sarentec is still working on the clarifier drive chain and some gaskets on the Weir, expected to be finished on Friday. Urban Development expects to be back on site around October 8th with L2 goal of having the plant functioning by the middle of October. There are four total PayApps, one for Sarentec at \$2,246.10 and three for Urban Development totaling \$35,646.00. Director Ochoa made a motion to approve the PayApps for both Sarentec and Urban Development. Director Whorley seconded the motion, and all voted in favor. Motion carried.

d) Hunter's Lake/District property survey

Four or five lots on Springwood that back up to Hunter's Lake have encroached the District's property line. The issue will be tabled until the full Board can decide how to proceed. Director Ochoa made a motion to table until October meeting. Director Whorley seconded the motion, and all voted in favor. Motion carried.

e) New and other ongoing Engineering projects or approvals

No action

12. Discuss and take possible action on any previous or new deed restriction complaints, including

a) 532 Cactus -- unkempt yard, trash visible from street (Attorney directed to send letter)

Residents have made an attempt to clean up the yard, but the Board will keep an eye on it. No action will be taken.

b) 1500 Ashway -- nuisance, complaints about loud music and lights (Attorney directed to follow up)

After the September 16 special meeting, attorney sent a new letter notifying them that after October 1, any other instances that happen they will be sent a notice of fine. Removing it from agenda but will place back on the agenda if an incident is reported.

c) 426 Springwood -- unkempt yard (District to mail out letter)

District letter was not mailed due to miscommunication on who was to send the letter. District will mail the letter for September.

d) 10895 Fairview -- discharge of grey water into open ditch)

Letter not mailed due to incorrect address. Correct address is 10807 Fairview; letter will be sent for September.

e) Any new deed restriction complaints

10306 Twin Oaks -- birds not kept for school activity (District to mail out letter)

1331 Beech -- sign hung from trees promoting business (District to mail out letter)

Any deed restriction complaints/violations can be reported to A-1 but best to report on the website www.ChateauWoodsMUD.com under Customer Service tab, Contact Us or directly at the bottom of the page, Send Us A Message.

13. Discuss and take possible action regarding new construction at 10604 Longleaf, floor plan does not match approved plans.

Attempted duplex has changed the plans back to single family home plans that were originally approved. No Action.

14. Discuss and take possible action on request for encroachment agreement for lot #169 at 9978 Zebra Wood by Bryan Elizondo with Clayton Homes.

Home is in The Reserve. The home was placed in its current location due to the water meter location and previous home dealers were setting up the homes incorrectly which caused this home to be off. The home is sitting five feet inside of our 20 ft. utility easement. The homes were being set up before getting an inspection. This particular home is for sale/foreclosure, the inspection was completed, and the encroachment was noted at that time. Unfortunately, item is to be tabled until we have a full board in October.

15. Discuss and take possible action on new construction for the following properties based on Engineer's recommendation

The Board recognized the District's engineer who presented the following:

a) A portion of Lot 4B, Block 4, Lake Chateau Woods Section 7 for Keith Blum – 1310 Briarcliff

Unrestricted lot. Submitted drainage plan, floor plan and front elevation. Director Whorley made a motion to approve the plans. Director Ochoa seconded the motion, and all voted in favor. Motion carried.

b) Lot 36, Block 6, Lake Chateau Woods Section 7 for Vantage Builds – 10943 Mockingbird Pl

Director Ochoa made a motion to approve the plans. Director Merceri seconded the motion, and all voted in favor. Motion carried.

16. Discuss and take possible action on extension requests for the following plumbing permits:

a) Tepuy Designs LLC @ 1420 Flamingo (approved 07/25/2024 – extended until 09/25/2025)

Requested drainage easement; he wants all his neighbors to have to sign an easement as well due to feeling like he's being targeted. Issue is that the ditch only runs behind his side of Flamingo and he has three lots. Build Co. owns the last lot next to his other two; a letter will be mailed by either Lesley or Emily for the easement. Director Whorley made a motion to extend the permit until October 23, 2025 leaving the water on but tabling for further discussion at the next meeting. Director Ochoa seconded the motion, and all voted in favor. Motion carried.

b) Lozano @ 10802 Fairview (approved 08/22/2024 – expired 08/28/2025)

Director Ochoa made a motion to extend the permit until October 23, 2025 and discuss again at the next meeting to make sure there is progress on the house. Director Merceri seconded the motion, and all voted in favor. Motion carried.

17. Discuss and take possible action on the following items at District Park at 10224 Fairview Dr

a) Quote for shade structure over concrete slab

Quotes are still coming in.

b) Quote for installation of posts to restrict vehicle access.

Quotes are still coming in. Table until October 23 meeting.

18. Discuss and take possible action on monthly building rental report.

Becky now has access to the building's cameras on her phone so she can send us any issues immediately instead of having to drive to the building to pull the footage. The cell booster has also been installed. Signs will be placed for No Parking on Grass. Director Ochoa made a motion to approve the monthly rental report. Director Whorley seconded the motion, and all voted in favor. Motion carried.

19. Discuss and take possible action on August 2025 operations report: including maintenance and repairs to water/sanitary sewer systems, plumbing permits/inspections, parks and customer billing.

No action

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

Director Whorley mentioned that we need to get the GoDaddy information so we could have control over the website and send the information to Loren to be paid. Director Merceri said she would reach out to Mr. Bagley to get access.

21. Discussion of any items to be included in next meeting's agenda (October 23, 2025)

4. Minutes from August 28 and September 16

10. Trash

12. 532 Cactus; 426 Springwood; 10807 Fairview; 1331 Beech; 10306 Twin Oaks

14. 9978 Zebra Wood possible encroachment agreement

16. A Tepuy Designs extension request @1420 Flamingo

16. B Lozano extension request @10802 Fairview

17. A. & B. Quotes for shade structure and posts to be installed

22. Adjourn

Director Whorley made a motion to adjourn the meeting. Director Ochoa seconded the motion, and all voted in favor. Motion carried. Meeting adjourned at 8:42 PM.