

**MINUTES OF MEETING OF THE  
BOARD OF DIRECTORS**

**November 8, 2017**

STATE OF TEXAS §

COUNTY OF FORT BEND §

BIG OAKS MUNICIPAL UTILITY DISTRICT §

The Board of Directors (the "Board") of Big Oaks Municipal Utility District of Fort Bend County, Texas (the "District"), met in regular session, open to the public, on Wednesday, November 8, 2017, at the offices of Municipal Operations and Consulting, 1825 North Mason Road, Katy, Texas, a designated meeting place outside the boundaries of the District, whereupon, the roll was called of the members of the Board, to-wit:

Michael Abshire	-	President
Sonyan Stephens	-	Vice President
Jennifer Flores	-	Secretary
Mark Van Dyck	-	Assistant Secretary
David Johnson	-	Assistant Secretary

All members of the Board were present, except Director Flores thus constituting a quorum. Also present at the meeting were Felix DeLeon and Trevor Royal WCA Waste Corporation; Joe Mattingly of Texas Erosion Solutions; Christina Perry of Myrtle Cruz, Inc., the District's Bookkeeper; Lina Loaiza of Bob Leared Interests, the District's tax collector ("TAC"); Mike Williams of Municipal Operations and Consulting ("MOC") or (the "Operator"); Angela Howes of IDS Engineering Group ("IDS"), the District's engineer (the "Engineer"); John Cannon, Attorney, and Tiffany Marquez, Paralegal, of Coats|Rose, P.C., the District's legal counsel.

WHEREUPON, the meeting was called to order and evidence was presented that public notice of the meeting had been given in compliance with the law. A copy of the posted agenda notice is attached hereto as Exhibit "A".

HEAR FROM THE PUBLIC

Director Stephens stated heavy trash has been missed and the trash bins that have not been emptied located in the cul-de-sacs have not been properly tagged as to why they were not emptied. Director Van Dyck suggested coordinating with Fort Bend County (the "County") to declare the cul-de-sacs in the District as "No Parking Zones" in an effort to minimize the amount of cars parked in the cul-de-sacs and allowing the WCA to pick-up trash. Mr. DeLeon stated he will meet with the Route Supervisor for the District and coordinate with Director Stephens for an update.

## APPROVAL OF MINUTES

The Board considered approval of the minutes of meetings held on October 11, 2017. After discussion, upon a motion by Director Abshire and seconded by Director Johnson, the Board unanimously voted to approve the minutes of the meeting held on October 11, 2017.

## BOOKKEEPER'S REPORT

The Board next recognized Mrs. Perry, who presented for the Board's review and approve the bookkeeper's report, a copy of which is attached hereto as Exhibit "B". Mrs. Perry noted at the District's previous meeting the Board requested new website expenses be included in the District's budget. She reviewed the amended budget to include said website expenses.

After consideration, upon a motion brought by Director Abshire, seconded by Director Stephens, the Board unanimously voted to approve (i) the bookkeeper's report; and (ii) amend the District's budget to include new website expenses.

## APPROVE TAX COLLECTOR'S REPORT

The Board recognized Ms. Loaiza who delivered the tax collection report for the period ending October 31, 2017. She reported that 99.513% of the 2016 taxes have been collected. She presented and outlined the eligible uncollectible accounts, a copy of which is attached here as Exhibit "C".

### Consider approving payment agreements for delinquent tax accounts

Mr. Cannon reported that he had one (1) resident request payment for a delinquent tax account. He presented and outlined the account and requested the Board consider approving said agreement.

Upon motion by Director Van Dyck, seconded by Director Johnson, and the question being put to the Board, the Board voted unanimously to approve (i) payment agreement for delinquent taxes; (ii) the tax collector's report; and (iii) writing off uncollectible accounts, a copy of the tax report is attached hereto as Exhibit "D".

## OPERATOR'S REPORT

The Board recognized Mr. Williams who presented the operator's report for October, 2017 a copy of which is attached hereto as Exhibit "E". The water well was inspected to ensure proper operation and monitor water usage and the total number of connections is at 2,131. He also reported that the water accountability is at 94%. All water system samples reported negative for bacteriological contamination. Mr. Williams noted that two (2) sinkholes were found in Twin Oaks Village and are currently being investigated.

Mr. Williams reported that a main water line broke due to the flood and has been

repaired. He noted that the broken water line impacted a resident's water bill who is requesting some relief from their bill.

Upon a motion brought by Director Abshire, seconded by Director Johnson, the Board unanimously voted to approve (i) the Operator's report as presented; (ii) the uncollectable account list as presented; (iii) the water termination list; and (iv) authorize the averaging of the resident's previous water bills who was affected by the line break.

#### HEAR REPORT FROM TEXAS EROSION

The Board recognized Mr. Mattingly who gave a report on maintenance of the Twin Oaks Detention Pond and Channel, the West Oaks Village Detention Pond, and the Bellaire Common Area. A copy of Mr. Mattingly's report is attached hereto as Exhibit "F". He noted that Texas Erosion's name will change to Double Oak Erosion.

Mr. Mattingly reminded the Board of the several drainage channels that have a lot of vegetation and silt. He presented a proposal to the Board for consideration, a copy of which is attached hereto as Exhibit "G". Upon a motion brought by Director Abshire, seconded by Director Johnson, the Board unanimously voted to approve the proposal to correct vegetation and silt in the amount of \$68,310.00.

#### ENGINEER'S REPORT

Ms. Howes presented the engineer's report, a copy of which is attached hereto as Exhibit "H". A summary of the status of various projects in the District is as follows:

1. MS4 Storm Water Quality Management Plan
  - IDS has prepared the annual report for the MS4.
2. Asset Management Plan
  - The Water Plant Tank rehabilitation project will be bidding in the next couple of weeks and a recommendation of award will be presented at the December meeting.
3. Fort Bend Co. Municipal Utility District No. 190 ("FBCMUD 190") – Central Facilities
  - D.R. Horton is evaluating the potential for regional water and wastewater facilities. Construction for the sanitary sewer force main and waterline connections between the District and FBCMUD 190 is in progress.
4. Fort Bend County ("County")
  - IDS has not been provided with any updates with the County and have requested a meeting to discuss the progress and street lighting.

5. Walking Trails

- Champions Hydrolawn ("Champions") has agreed to repair the joint sealant but has not yet done so. IDS has touched based with Champions this week regarding when the work will be completed.

Director Abshire stated that he has a meeting with the County Commissioner and will report back to the Board.

CONSIDER CHANGING MOSQUITO SPRAYING COMPANY AND ACT THEREON

Director Stephens believes the District should have an additional month of mosquito spray throughout the District. The Board instructed the Operator contact Cy-Creek Pest Control to do an additional spray in the District.

HEAR ATTORNEY'S REPORT AND CONSIDER TAKING ANY ACTION REQUESTED BY ATTORNEY

Mr. Cannon drew the Board's attention to the District's constable report and the WCA call log attached hereto as Exhibit "I". No action was taken.

*[Remainder of page intentionally left blank]*

PASSED, APPROVED AND ADOPTED this 13<sup>th</sup> day of December, 2017.

(DISTRICT SEAL)

  
Secretary, Board of Directors

