

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

July 10, 2019

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, July 10, 2019, 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, thus constituting a quorum. Also present at the meeting were Constable Daryl Smith, Sr. of Fort Bend County Precinct 2; Kevin Lougee of Double Oak Erosion ("Double Oak"); Christina Perry of Myrtle Cruz, Inc., ("MCI"), the District's Bookkeeper; Lina Loaiza of Bob Leared Interests, the District's Tax Collector ("TAC"); Mike Williams of Municipal Operations and Consulting ("MOC"), the District's Operator; Matt Carpenter and Brice Stanford of IDS Engineering Group ("IDS"), the District's Engineer (the "Engineer"); John Cannon, Attorney, and Monica Roberts-Jenkins, Paralegal, of CoatsRose, 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

The Board recognized Director Stephens who mentioned the recent criminal activity in Twin Oaks. Director Stephens noted that she gave the sheriff her contact information and that she is trying to get the deputies scheduled hours amended to provide more coverage time to monitor the neighborhood to 7am-3pm and 2pm-10pm shifts. No action was taken.

HEAR OFFCINCO REPORT

The Board recognized Director Stephens who suggested putting information in the resident's water bill encouraging more residents to sign up for email and text alerts on the District's website. She noted information added to the website should include who to call, to-do lists for emergencies, what you need to know during emergency related weather, emergency contact numbers, etc. Director Stephens and Director Abshire informed the Board that the residents expressed their concerns that they did not have enough information during Hurricane Harvey. Director Van Dyck expressed his concerns with adding that information to the District's website. Mr. Carpenter mentioned that he would prepare a draft of what he suggested should be added to the website and would forward to the Board for their review and approval. No action was taken.

HEAR CONSTABLE'S REPORT

The Board recognized Constable Smith who noted that the new Constable signs that were previously approved have been posted in the District; however, not enough signs were ordered and he would like the Board's approval to invoice the District for the additional signs that were ordered.

Constable Smith also noted that officers have been checking vehicles to ensure that they are being secured properly to prevent vehicle burglaries and have been placing failure notifications on vehicles that have not passed their security check. Constable Smith also noted home burglary prevention measures for the residents of the District. He provided flyers for home burglary prevention and vehicle burglary prevention, attached hereto as Exhibit "B" and suggested the flyers be provided on the District's website for the residents to review.

Director Flores expressed her concern with the increase of soliciting in the District. She noted that it has been happening more frequently. She also noted that she contacted the deputy on duty and expressed her disdain with the deputy's response. Constable Smith noted that it is not illegal to solicit, however, he is aware of the no solicitation signs posted in the District. He mentioned that the deputies may come out as a courtesy and ask the solicitors to leave and suggested that they contact his office directly in the future under these circumstances.

Director Stephens addressed Constable Smith with the new proposed schedule for the deputies to monitor the District to 7am-3pm and 2pm-10pm. Constable Smith agreed to amend the schedule and noted the new proposed schedule will begin the month of August, 2019.

Next, Constable Smith noted that Deputy Gragg has been replaced and is leaving the District. The Board discussed possible replacements and concerns and decided to wait until Constable Smith appoints a new deputy to determine if a former deputy who has a history with the District, would be more beneficial.

APPROVAL OF MINUTES

The Board considered approval of the minutes of the meeting held on June 12, 2019.

After discussion, upon a motion by Director Flores and seconded by Director Abshire, the Board unanimously voted to approve the minutes of the meeting held on June 12, 2019.

BOOKKEEPER'S REPORT

The Board next recognized Mrs. Perry, who presented the Bookkeeper's report for the Board's review and approval, a copy of which is attached hereto as Exhibit "C".

Mrs. Perry noted that she is still working with Compass Bank to enter into positive pay on the accounts to prevent any future fraudulent activity.

After discussion and consideration, upon a motion by Director Stephens, seconded by Director Flores, and the question being put to the Board, the Board voted unanimously to approve the Bookkeeper's report and payment of the District's bills.

APPROVE TAX COLLECTOR'S REPORT

The Board recognized Ms. Loaiza who delivered the tax collection report for the period ending June 30, 2019. She reported that 99.03% of the 2018 taxes have been collected.

Upon motion by Director Stephens, seconded by Director Flores, and the question being put to the Board, the Board voted unanimously to approve the tax collector's report, a copy of which is attached hereto as Exhibit "D".

OPERATOR'S REPORT

The Board recognized Mr. Williams who presented the Operator's report for June, 2019 a copy of which is attached hereto as Exhibit "E". The water well was inspected to ensure proper operation and monitor water usage. The total number of connections is 2,133.

Mr. Williams noted that Municipal Utility Operations has reviewed their disaster plan and went into disaster status this morning to prepare for the upcoming hurricane season.

Director Stephens noted having discovered a significant crack in a sidewalk and would provide the address for inspection.

After consideration, upon a motion brought by Director Flores, seconded by Director Abshire, the Board unanimously voted to approve (i) the Operator's report as presented and the action items listed therein; and (ii) the termination of water for residents listed on the cut off list with delinquent accounts.

HEAR REPORT FROM DOUBLE OAK EROSION

The Board recognized Mr. Lougee who gave a report on maintenance of the Twin Oaks Detention Pond and Channel, the West Oaks Village Detention Pond, the District's Facilities and Walking Trails, although a formal report was not presented.

Mr. Lougee noted that they were out working in the District this morning. Director Stephens noted that the trash cans needed to be emptied and that the grass on the sidewalk needs maintenance. Mr. Lougee informed Director Stephens that they have been out working and making repairs and they may have forgotten to blow the sidewalks. No action was taken.

ENGINEER'S REPORT

Mr. Carpenter presented the Engineer's Report, a copy of which is attached hereto as Exhibit "F". A summary of the status of various projects in the District is as follows:

1. Water Plant Improvements
 - The contractor has nearly completed the project and there are minor items remaining to complete the project.
2. Extreme Event Drainage Analysis
 - Based on our modeling effort, we do not recommend hydraulically connecting the District's drainage system to Grand Vista's drainage system. Their system was not designed to accommodate additional flow. Will prepare models for an internal drainage solution and develop a conceptual design and cost estimate for the Board's consideration.
3. MS4 Permit Renewal
 - The District needs to update its existing MS4 Permit to meet the new requirements. The Engineer has prepared a draft of the permit and will submit the permit to the TCEQ before the July 23, 2019 deadline.
4. Sanitary Sewer and Storm Sewer Inspection
 - We recommend the District restart the sanitary and storm sewer inspection program. Will present a proposal and cost estimate to the District next month.

Upon a motion brought by Director Abshire, seconded by Director Stephens, the Board unanimously voted to approve the Engineer's report and the action items listed therein.

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

Director Van Dyck noted that trash is still being picked up before 8am. Mr. Cannon noted that he would follow up with WCA.

It was noted that the "no-motorized vehicles" allowed signs for the sidewalks and walking trails along Westmore and the water plant have been placed.

Next, Mr. Cannon drew the Board's attention to the District's monthly analytics report and constable report attached hereto as Exhibit "G". No action was taken.

PASSED, APPROVED AND ADOPTED this day of 14th of August, 2019.



Secretary, Board of Directors

(DISTRICT SEALS)

