

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

May 14, 2014

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, May 14, 2014, at Coats|Rose, 3 East Greenway Plaza, Suite 2000, Houston, 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
Rosanne Burgess	-	Vice President
Bernice Black	-	Secretary
Renee Gay	-	Assistant Secretary
Sonyan Stephens	-	Assistant Secretary

All members of the Board were present except Director Gay, thus constituting a quorum. Also present at the meeting were Trevor Royal with WCA Waste Corporation; Karrie Kay of Myrtle Cruz, Inc., the District's bookkeeper; Lina Loaiza of Bob Leared Interests, the District's tax collector ("TAC"); Teri Schoener of Texas Operations and Professional Services ("TOPS"); Matt Carpenter of IDS Engineering Group, ("IDS") the District's engineer ("the Engineer"); Les Griffith of Champions Hydro-Lawn, Inc. ("Champions"); 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".

RECEIVE COMMENTS FROM THE PUBLIC

No comments were given by the public.

APPROVAL OF MINUTES

The Board considered approval of the minutes of the meeting held April 9, 2014, After discussion, upon a motion by Director Abshire and seconded by Director Burgess, the Board voted unanimously to approve the minutes of the regular meeting held April 9, 2014, as amended.

BOOKKEEPER'S REPORT

The Board next recognized Ms. Kay, who presented for the Board's review and approval, the bookkeeper's report, a copy of which is attached hereto as Exhibit "B". She outlined the District proposed budget for Fiscal Year End June 30, 2015.

After discussion, upon a motion brought by Director Stephens, seconded by Director Burgess, the Board unanimously voted to approve the bookkeeper's report.

APPROVE TAX COLLECTOR'S REPORT

The Board recognized Ms. Loaiza who delivered the tax collection report for the period ending April 30, 2014. She reported that 98.568% of the 2014 taxes have been collected.

After discussion and upon motion by Director Stephens, seconded by Director Black, and the question being put to the Board, the Board voted unanimously to

approve the tax collector's report and termination of water service to the delinquent accounts. A copy of the tax report is attached hereto as Exhibit "C".

OPERATOR'S REPORT

The Board recognized Ms. Schoener who presented the operator's report for April, 2014 a copy of which is attached hereto as Exhibit "D". The water well was inspected to ensure proper operation and monitor water usage and the total number of connections is at 2,144. She also reported that the water accountability average is at 100%. All water system samples reported negative for bacteriological contamination. Ms. Schoener then reviewed the operations charges of \$52,558.09 and the cash summary for April, 2014.

Next, Ms. Schoener presented and outlined a draft of the Consumer Confidence Report ("CCR"), a copy of which is attached hereto as Exhibit "E". Upon approval she will submit the CCR to the Texas Commission on Environmental Quality, Ms. Schoener reported that she has received bids regarding the repairs needed to the iron fence near the District's skate park. The Board instructed Ms. Schoener to move forward with the company with the lowest bid, SouthWest Construction, in the amount of \$1,857.

After consideration, upon a motion brought by Director Abshire, seconded by Director Black, the Board unanimously voted to approve (i) the CCR, (ii) SouthWest Construction proposal in the amount of \$1,857 and (iii) the Operator's report as presented.

HEAR REPORT FROM CHAMPIONS HYDRO-LAWN, INC.

The Board recognized Mr. Griffith 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 which is attached hereto as Exhibit "F".

Next, Mr. Griffith stated that he will bring prices for applying herbicide to the detention channels to the District's next meeting. He noted that on page ten (10) of his report a tree has died and there remain pieces of the tree that are seen from Bellaire Boulevard.

After consideration and discussion of the text of the signs, upon a motion brought by Director Abshire, seconded by Director Burgess, the Board (i) authorized Mr. Griffith to remove the remains of the dead tree, and (ii) approved Champions' report.

ENGINEER'S REPORT

Mr. Carpenter presented the engineer's report, a copy of which is attached hereto as Exhibit "G". He stated that he is working on a capital improvements plan that will outline the approximate costs of future projects. A summary of the status of various projects in the District is as follows:

1. MS4 Storm Water Quality Management Plan

IDS has updated the SWAMP and prepared a NOI, which needs to be executed by the Board. IDS has requested authorization to submit the plan to the TCEQ.

2. Sanitary Sewer and Storm Sewer Cleaning and Televising

Plans and contract documents for Phase 2 televising and cleaning are complete. IDS plans to advertise the project for bids next week, which will result in a bid opening prior to next month's meeting.

3. Jogging Trail System

Construction is complete. IDS recommended payment be made by the District to the contractor for Pay Application Nos. 10 and 11-Final in the amounts of \$51,658.58 and \$45,172.24, respectively which are attached to the engineer's report.

4. Overlook at the Big Oaks Pond

Construction plans are complete. IDS plans to advertise the project for bids next week, which will result in a bid opening prior to next month's meeting.

5. Wastewater Discharge Permit

The permit application has been submitted to TCEQ and the TCEQ has issued a draft of the permit. Once the publication period is complete, the TCEQ will issue a new permit.

Mr. Carpenter updated the Board on the resident's complaint regarding the calibration on his water meter that was discussed at last month's meeting. He reminded the Board that the resident had installed his own meter in addition to the District's meter to monitor and compare the meter readings. However, the resident's meter was installed downstream from the resident's irrigation and therefore was not accurately measuring all water used by the resident. Mr. Carpenter added that the resident's additional cost on his bill may be from the North Fort Bend Water Authority fee increased that was implemented around the time TOPS took over as the District's operator.

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

Discuss constable contract

The Board discussed the constable's schedule. A copy of the District's patrol schedule and activities is attached hereto as Exhibit "H".

SUCH OTHER MATTERS AS MAY COME BEFORE THE BOARD

Director Black inquired about the number of visits the District's website has received. The Board instructed Ms. Marquez to contact Mr. Dulin regarding this matter. No additional action was taken.

PASSED, APPROVED AND ADOPTED this 11th day of June, 2014.

(DISTRICT SEAL)




Secretary, Board of Directors