

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

January 10, 2018

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, January 10, 2018, 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 Cris Meyer and Casey Fletcher with Lake Management Services; Felix DeLeon WCA Waste Corporation; Joe Mattingly of Double Oak Erosion ("Double Oak"); Christina Perry of Myrtle Cruz, Inc., the District's Bookkeeper; Lina Loaiza of Bob Leared Interests, the District's tax collector ("TAC"); Mike Williams and Chris Sanchez 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

The Board recognized Mr. DeLeon who reported he had a check in the amount of the curb repair quote provided to him by the Operator. The Bookkeeper and Operator recommended the check be made out to the District instead of the contractor.

Director Stephens stated that the dumpster at the wastewater treatment plant was not been picked up in October and November. The Bookkeeper stated WCA should credit the District for those two months and pro-rate the bill for the month of December.

HEAR PROPOSAL FROM LAKE MANAGEMENT AND CONSIDER ACTING THEREON

The Board recognized Mr. Meyer who reported on what would be necessary to increase the height of the fountain for the front pond per the Director's inquiries. He explained that the pond's depth would require a much larger motor for the fountain to reach the preferred height. Mr. Meyer answered the Board's questions. No action was taken.

APPROVAL OF MINUTES

The Board considered approval of the minutes of meetings held on December 13, 2017. After discussion, upon a motion by Director Flores and seconded by Director Johnson, the Board unanimously voted to approve the minutes of the meeting held on December 13, 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". After consideration, upon a motion brought by Director Flores, seconded by Director Abshire, the Board unanimously voted to approve the bookkeeper's report, as presented.

APPROVE TAX COLLECTOR'S REPORT

The Board recognized Ms. Loaiza who delivered the tax collection report for the period ending December 31, 2017. She reported that 99.742% of the 2016 taxes have been collected. Ms. Loaiza reported Check No. 1198 to Wells Fargo was not presented for signature as referenced in the report and will be presented at the Board's next meeting. Upon motion by Director Flores, seconded by Director Johnson, and the question being put to the Board, the Board voted unanimously to approve the tax collector's report, a copy of the tax report is attached hereto as Exhibit "C".

OPERATOR'S REPORT

The Board recognized Mr. Williams who presented the operator's report for December, 2017 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 2,131. He also reported that the water accountability is at 93%. The Operator noted that the FEMA coordinator with Fort Bend County (the "County") informed him that the County would not enter into a contract with the District to pick-up additional storm debris. The Board instructed Ms. Marquez to contact WCA and request proposals for two (2) storm debris trash pick-ups.

Upon a motion brought by Director Abshire, seconded by Director Flores, the Board unanimously voted to approve (i) the Operator's report; (ii) the uncollectable account list as presented; and (iii) the water termination list.

HEAR REPORT FROM DOUBLE OAK 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. He drew the Board's attention to page 8 of his report where sidewalk repairs were made. A copy of Mr. Mattingly's report is attached hereto as Exhibit "E".

No action was taken.

ENGINEER'S REPORT

Ms. Howes 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. Fort Bend County ("County") Meeting

- Remaining Debris – The District is working with FEMA and the County for final debris pick-ups.
- Broken Sidewalks – The Operator is going to provide IDS with locations of damaged sidewalks so that IDS can prepare an exhibit for the County.
- Broken Curb Islands – The Commissioner stated that he would be interested in developing a pilot program to address the curb damage issue. He also agreed that the curbs are a part of the road system and the County is responsible for the maintenance and repair of the curbs.
- Street Lighting – Bellaire Blvd. and Westmoor Dr. expansions are in the next series of road projects for bond funding and lighting will be part of the design.
- Office of Emergency Management – The County had a number of "lessons learned" during and after Hurricane Harvey. They will be evaluating improvements to their process and will certainly consider IDS' input. IDS noted that the District would like to have some type of representation with the Office of Emergency Management, and not necessarily someone from Big Oaks, but at least someone from the industry that has a good understanding of MUDs and their needs during an emergency.
 - Ms. Howes recommended postponing sending the letter due to recent discussions related to trash issues. She recommended the Board revisit the matter at next month's meeting.

2. Water Plant Improvements

- Contracts are being routed for bonds and insurance. Below is the statement regarding the project that IDS would like to have added to the District's website.
 - "The District recently awarded a construction contract for the rehabilitation of the District's Water Plant. The project generally includes the recoating of the interior and exterior of two ground storage tanks and hydro-pneumatic tanks. It is expected that the Contractor will begin work in February and is expected to complete the work in June 2018. IDS does not anticipate that this project will impact the District's ability to deliver water to its customers."

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. Development Reviews
 - El Ahorro Supermarket at 8200 FM 1464 has submitted plans for approval and these are under review.

No action was taken.

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

Consider entering into mosquito spraying contract with Cypress Creek Pest-Control and Agreement between the District and homeowner’s associations

Mr. Cannon presented and outlined the Agreement between the District and home owner’s association (“HOAs”), a copy of which is attached hereto as Exhibit “G”. He presented to the Board an agreement with Cypress Creek Pest-Control for mosquito spraying services and an Agreement between the District and HOAs to share the costs. Upon a motion brought by Director Abshire, seconded by Director Flores, the Board unanimously voted to approve (i) the contract with Cypress Creek Pest- Control for mosquito spraying services; and (ii) the Agreement between the District and HOAs.

Consider entering into Interlocal Agreement with Fort Bend County for debris removal

No action taken.

Mr. Cannon drew the Board’s attention to the District’s constable report and the WCA call log attached hereto as Exhibit “H”. No action was taken.

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PASSED, APPROVED AND ADOPTED this day of 14th of February, 2018.

(DISTRICT SEAL)


Secretary, Board of Directors

