

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

**March 14, 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, March 14, 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 Captain Steve Holtz of the Fort Bend County Sheriff's Office; Pedro Pratt and Felix DeLeon WCA Waste Corporation ("WCA"); Sam Cocke 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"); Keith Arrant 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 proposed a five (5) year contract with the District and stated the District's attorney had reviewed said contract. Mr. Cannon noted that the proposed contract has a reduced rate from the current contract. He stated that the WCA has been underbilling the District and requested WCA execute a letter releasing the District of further obligations to WCA under the District's current contract, a copy of said letter is attached hereto as Exhibit "B".

Mr. Pratt reported on the District's storm debris pick-up and answered the Board's questions. After review, upon a motion brought by Director Abshire, seconded by Director Stephens the Board unanimously voted to approve the Residential Solid Waste Collection Contract, a copy of which is attached hereto as Exhibit "C", subject to WCA signing a letter agreeing that it would not pursue the District for amounts due for prior periods.

#### REVIEW AND DISCUSS SHERIFF'S PROPOSAL

##### Consider amending District Interlocal Agreement for Additional Law Enforcement Services and/or terminating contract with Constable

Mr. Cannon presented and outlined and Amended District Interlocal Agreement, a copy of which is attached hereto as Exhibit "D". He stated the District will change law enforcement providers from the Constable's office to the Sheriff's office. Mr. Cannon noted that the District would also have a monthly cost savings.

The Board recognized Captain Holtz who answered the Board's questions. After consideration, upon a motion brought by Director Van Dyck, seconded by Director Flores, the Board unanimously voted to approve the amendment to the District Interlocal Agreement and to terminate the services of the Constable effective May 1, 2018.

#### APPROVAL OF MINUTES

The Board considered approval of the minutes of meetings held on February 14, 2018. After discussion, upon a motion by Director Flores and seconded by Director Stephens, the Board unanimously voted to approve the minutes of the meeting held on February 14, 2018.

#### BOOKKEEPER'S REPORT

The Board next recognized Mrs. Perry, who presented for the Board's review and approval of the bookkeeper's report, a copy of which is attached hereto as Exhibit "E". She reported that at next month's meeting she will request and Amended and Restated Bookkeeping Services Agreement ("Amended Agreement") with the District. Mrs. Perry stated that due to the increased amount of work related to Fort Bend County MUD No. 190 ("FBCMUD 190") for the wastewater treatment plant and water plant an increase in bookkeeping fees is included in the Amended Agreement.

After consideration, upon a motion brought by Director Van Dyck, seconded by Director Flores, 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 February 28, 2018. She reported that 97.188% of the 2017 taxes have been collected. Upon motion by Director Abshire, 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 the tax report is attached hereto as Exhibit "F".

### OPERATOR'S REPORT

The Board recognized Mr. Arrant who presented the operator's report for February, 2018 a copy of which is attached hereto as Exhibit "G". The water well was inspected to ensure proper operation and monitor water usage and the total number of connections is at 2,131.

Mr. Arrant reported the District received a letter from the Texas Commission on Environmental Quality ("TCEQ") regarding notice of violation related to lead consumer notification. The Operator contacted the TCEQ and provided evidence that the notice had been sent and the violation has been removed.

Mr. Arrant outlined recent curb repairs serviced by the Operator and will investigate the locations of the other curb repairs that took place. Mrs. Perry recommended the Operator be authorize to start charging the new garbage rate of \$15.24.

Upon a motion brought by Director Van Dyck, seconded by Director Stephens, the Board unanimously voted to approve (i) the Operator's report; (ii) the uncollectable account list; (iii) the water termination list; and (iv) authorize the Operator to charge the new garbage rate of \$15.24 to residents.

### HEAR REPORT FROM DOUBLE OAK EROSION

The Board recognized Mr. Cocke 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.

Mr. Cocke reported that he investigated the debris in the drainage ditch related to the resident email the Board received recently. He added that a path will be cleared in the swale on the next maintenance date and will be monitored in the interim. No action was taken.

### 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. Fort Bend County ("County") Meeting and Discussion Items
  - IDS has prepared a letter to the County concerning the intersection of Westmoor Dr. and Westpark Tollway (included in the Engineer's report).
  - IDS has made an on-line request for CenterPoint to replace the missing light bulb at the intersection of Westpark Tollway and Westmoor Dr.

2. Broken Curb Islands

- IDS has prepared a new cost estimate for removing and modifying the island medians (attached to Engineer's report).

3. Water Plant Improvements

- IDS needs a color selection for the repainting of the District's ground storage tank.

4. FBCMUD 190 – Central Facilities

- IDS is working with FBCMUD 190's engineer to on the status of water and wastewater flow to the District's system.
- A meeting was held with FBCMUD No. 190 and below is a synopsis of the discussion.
  - The District has 1,500 gpm and a 250 gpm well. Wells can serve up to 5,000 connections in an emergency condition based on 0.35 gpm/conn.
  - The District's ultimate build out is 2,100 conn.
  - FBCMUD No. 190 ultimate build out is 2,000 conn.

Upon a motion brought by Director Abshire, seconded by Director Flores, the Board unanimously voted to approve (i) the Engineer's report and (ii) the letter to Commissioner Prestage.

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

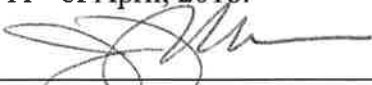
Mr. Cannon drew the Board's attention to the District's constable report and the WCA call log attached hereto as Exhibit "I". No action was taken.

*[Remainder of page intentionally left blank]*

PASSED, APPROVED AND ADOPTED this day of 11<sup>th</sup> of April, 2018.

(DISTRICT SEAL)



  
Secretary, Board of Directors