

JACKRABBIT ROAD PUBLIC UTILITY DISTRICT
Minutes of Board of Directors Meeting
May 9, 2023

The Board of Directors (the "Board") of Jackrabbit Road Public Utility District (the "District") met in regular session, open to the public on May 9, 2023, at 16720 Pine Forest Lane, Houston, Texas, in accordance with the duly posted notice of public meeting, and the roll was called of the duly constituted officers and members of said Board, as follows:

Charles L. Falknor, President
Ross L. Bell, Vice-President
Michael Goings, Secretary
Michael Kopecky, Assistant Secretary
James Horn, Assistant Secretary

all of whom participated in the meeting, except Director Kopecky, thus constituting a quorum.

Also attending the meeting were: Gary Streit, a resident of the District; Eric Worthington of Harris County Municipal Utility District No. 136 ("MUD No. 136"); Mirna Bonilla-Odums of Inframark, LLC ("Inframark"); Yaneth Castillo of Municipal Accounts & Consulting, L.P. ("MAC"); Erik Miller of Sander Engineering Corporation ("SEC"); and Rick Barker of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might regularly come before the Board.

PUBLIC COMMENTS

The Board began by opening the meeting for public comments. There being no comments offered, the Board continued to the next item of business.

MINUTES

As the next order of business, the Board considered approval of the draft minutes of the April 11, 2023, Board meeting. After review and discussion of the draft minutes presented, it was moved by Director Goings, seconded by Director Bell, and unanimously carried that the said minutes be approved as written.

BOOKKEEPER'S REPORT

Ms. Castillo presented to and reviewed with the Board the Bookkeeper's Report, dated May 9, 2023, a copy of which is attached hereto as **Exhibit A**. After discussion, it was moved by Director Falknor, seconded by Director Goings, and unanimously carried that the Board approve the Bookkeeper's Report and authorize payment of the disbursements listed therein, with the exception of check number 15719 payable to Director Kopecky, which was voided.

UNCLAIMED PROPERTY REPORTS

The Board considered approval of an Unclaimed Property Reports as of March 1, 2023, prepared by Wheeler & Associates, Inc. ("Wheeler") and MAC, and the filing of same with the Texas State Comptroller (the "Comptroller") prior to July 1, 2023. In connection therewith, Ms. Castillo presented to and reviewed an Unclaimed Property Report (the "Report") prepared by MAC with the Board and stated that the District has \$1,739.02 in unclaimed operating funds to submit to the Comptroller. After discussion, Director Falknor moved that the Report be approved and that MAC be authorized to file said Report with the Comptroller prior to July 1, 2023. Director Goings seconded said motion, which unanimously carried. A copy of the Report is attached hereto as **Exhibit B**.

TAX ASSESSOR-COLLECTOR REPORT

Mr. Barker informed the Board that Ms. Burks of Wheeler will not be able to attend the Board meeting. He then presented to and reviewed with the Board the Tax Assessor-Collector Report dated April 30, 2023, a copy of which is attached hereto as **Exhibit C**. After discussion, the Board deferred the approval of the Tax Assessor-Collector Report until the next Board meeting.

DELINQUENT TAX REPORT

The Board considered the Delinquent Tax Report received from the District's delinquent tax collections attorney, Ted A. Cox, P.C, dated May 2, 2023, a copy of which is attached hereto as **Exhibit D**. Mr. Barker noted that there was no action required by the Board at this time with respect to any of the delinquent tax accounts listed in the report.

SALES AND USE TAX ADMINISTRATION REPORT

In connection with collection of sales tax revenue funds received by the District pursuant to the Strategic Partnership Agreement with the City of Houston, Mr. Barker presented to and reviewed with the Board the April 2023 Allocation Report prepared by Sales Revenue Inc. ("SRI"), a copy of which is attached hereto as **Exhibit E**, and noted that there is no action required by the Board at this time.

ENGINEER'S REPORT

Mr. Miller presented to and reviewed with the Board a written Engineer's Report prepared by SEC dated May 2, 2023, a copy of which is attached hereto as **Exhibit F**.

Mr. Miller then requested: (i) the approval of Pay Application No. 9 in the amount of \$33,749.99 to C3 Constructors ("C3") for work completed on the Wastewater Treatment Plant Flood Wall System. After discussion, it was moved by Director Falknor, seconded by Director Goings, and unanimously carried to approve Pay Application No. 9 to C3, as discussed.

UTILITY COMMITMENT

Mr. Miller reported that he did not have any additional information to report regarding the Shiva Durga Krishna Church and the proposed development of undeveloped 1.2745-acre tract of

land located east of Carleigh Drive, north of Keith Harrow and south of Water Plant No. 4.

OPERATOR'S REPORT

Ms. Bonilla-Odums presented to and reviewed with the Board the Operator's Report for the month of March 2023, a copy of which is attached hereto as **Exhibit G**.

Ms. Bonilla-Odums next discussed the delinquent list of water accounts and requested that the Board consider authorizing Inframark to transfer six delinquent accounts totaling \$554.36, which accounts are reflected on the attached report, to Collections Unlimited ("CU") for collection. After discussion on the matter, it was moved by Director Goings, seconded by Director Bell, and unanimously carried that Inframark be authorized to transfer said delinquent accounts to CU for collection.

WATER/SANITARY SEWER RATE ANALYSIS

The Board concurred to defer consideration of Inframark's water/sanitary sewer rate analysis at this time.

RATE ORDER AMENDMENT

Ms. Bonilla-Odums next presented to and reviewed with the Board correspondence from Inframark regarding the annual fee increase related to the rise in the consumer Price Index, which is 4.901% for the current year, and a proposed Schedule of Rates Proposal; a copy of which is attached hereto as **Exhibit H**. Mr. Bonilla-Odums noted that Inframark is recommending the approval of an amended District Rate Order to incorporate such increases. After discussion, Director Goings moved to amend the District Rate Order to reflect same, and that any and all prior Rate Orders be revoked effective June 1, 2023. A copy of the amended Rate Order is attached hereto as **Exhibit I**. Director Bell seconded said motion, which unanimously carried.

CONSUMER CONFIDENCE REPORT

Ms. Bonilla-Odums presented to and reviewed with the Board a draft of the District's Consumer Confidence Report ("CCR"), a copy of which is attached to the Operator's Report, and recommended the Board approve the CCR, subject to SPH's final review and approval. After further discussion on the matter, Director Goings moved that the CCR be approved, subject to SPH's final review and approval, and that Inframark be authorized to electronically provided a copy of same to all customers via a URL direct link provided in their water bill, excluding apartment customers who will receive the CCR by mail, and to the TCEQ prior to July 1, 2023. Director Bell seconded said motion, which unanimously carried.

ATTORNEY'S REPORT

The Board next considered the Attorney's Report. In connection therewith, Mr. Barker presented to and reviewed with the Board the Texas Division of Emergency Management's ("TDEM") Designation of Account Approval Form ("DAA") and the Designation of Subrecipient Agent Form ("DSA") relative to the District's the District's Hurricane Harvey Grant Application.

After discussion, the Board concurred to authorize SPH to prepare the DAA and DSA forms (collectively the "Forms") and Director Falknor to execute same on behalf of the Board and the District. Copies of the Forms are attached hereto as **Exhibit J**.

Mr. Barker next presented to and reviewed with the Board the Texas Pride Monthly Report for April 2023. A copy of said report is attached hereto as **Exhibit K**.

SECURITY PATROL REPORT

The Board considered the Security Patrol Report. In connection therewith, Director Bell discussed with the Board the recent security related activities in the District. A copy of the Glencarin Crime Report for April 2023 is attached hereto as **Exhibit L**.

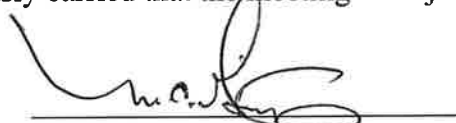
MATTERS FOR PLACEMENT ON FUTURE AGENDAS

The Board next considered matters to be placed on future agendas and noted that there were no additional items other than the items set forth hereinabove.

ADJOURNMENT OF MEETING

There being no further business to come before the Board, it was moved by Director Going, seconded by Director Horn, and unanimously carried that the meeting be adjourned.




Secretary
Board of Directors

LIST OF ATTACHMENTS TO MINUTES

- Exhibit A Bookkeeper's Report
- Exhibit B Unclaimed Property Report
- Exhibit C Tax Assessor-Collector Report
- Exhibit D Delinquent Tax Report
- Exhibit E Sales and Use Tax Administration Report prepared by SRI
- Exhibit F Engineer's Report
- Exhibit G Operator's Report
- Exhibit H Correspondence from Inframark
- Exhibit I Rate Order
- Exhibit J Texas Division of Emergency Management Designation of Account Approval Form (DAA) and Designation of Subrecipient Agent Form (DSA)
- Exhibit K Texas Pride Monthly Report
- Exhibit L Glencarin Crime Report