

**ROMAN FOREST PUBLIC UTILITY DISTRICT NO. 3**

Minutes of Meeting of Board of Directors

September 4, 2025

The Board of Directors (the “Board”) of Roman Forest Public Utility District No. 3 (the “District”) held its regular monthly meeting in accordance with the duly posted notice of meeting and the Texas Open Meetings Act. The roll was called of the duly constituted officers and members of said Board, as follows:

Ruth Ann Rawlins	President
Joanis Riebl	Vice President
Anna Jane Hornaday	Secretary/Treasurer
Robert Parr	Director
Randy Mire	Director

All the above were present, except Director Riebl, who entered later in the meeting, thus constituting a quorum.

Also present at the meeting were Jonathan Roach and Ray Arce, who entered later in the meeting, and Jessica Gentry of Roach & Associates, PLLC (the “District’s Attorney”); Eric Gonzalez of Clarity Consulting Corporation (the “District’s Bookkeeper”); Monica Pena of Utility Tax Service, LLC (the “District’s Tax Assessor”); Sergio Handal of Odyssey Engineering Group (the “District’s Engineer”); Mario Garcia of Municipal Operations and Consulting, Inc. (the “District’s Operator”); Ryan Keller of Southern Oaks Water Systems (the “District’s Developer”); Brian Taton of Double Oak Erosion (the “District’s Mowing/Maintenance Consultant”); and Brian Esparza and Erick Esparza\*, members of the public. [\*Remote Attendees]

**PUBLIC COMMENTS**

Mr. Brian Esparza inquired when the water would be connected in the District. Mr. Keller noted that the District will start construction on a new interconnect to obtain more capacity for its residents and indicated that it would take approximately six (6) to nine (9) months.

Messrs. Arce and Roach entered the meeting.

**MINUTES OF PRIOR BOARD MEETING**

The Board considered the regular meeting minutes of August 7, 2025, for approval. After no discussion, Director Hornaday motioned to approve the minutes of the August 7, 2025, regular meeting. Director Parr seconded the motion, which passed four-to-zero (4-0) with Director Riebl absent from the vote.

**MOWING AND MAINTENANCE REPORT**

Mr. Taton presented the Mowing and Maintenance Report; a copy is attached as **Exhibit “A”**.

**TAX ASSESSOR’S REPORT**

Ms. Pena presented and reviewed the Tax Assessor’s Report; a copy is attached as **Exhibit “B”**.

## REVIEW FINANCIAL ADVISOR ENGAGEMENT OPTIONS

Mr. Roach noted that the District's Attorney sent four (4) Request For Proposals for financial advisory services and confirmed that one (1) proposal had been submitted. The Board engaged in a discussion regarding the proposal. After some discussion, Director Hornaday motioned to engage The GMS Group, L.L.C., as the District's Financial Advisor. Director Parr seconded the motion, which passed four-to-zero (4-0) with Director Riebl absent from the vote.

Director Riebl entered the meeting.

## REVIEW 2025 TAX RATE RECOMMENDATION

Ms. Pena recommended levying a total tax rate of \$0.7037, noting it is the maximum amount the District can post. She indicated that the Board could discuss it further with the District's Financial Advisor at the next meeting.

## ADOPT OPERATING BUDGET (FISCAL YEAR END ("FYE") SEPTEMBER 30, 2026)

The Board discussed the proposed operating budget for the fiscal year ending ("FYE") September 30, 2026, and concurred to discuss it further later in the meeting.

## REVIEW 2025 TAX RATE RECOMMENDATION CONTINUED

After further discussion, Director Hornaday motioned to authorize the District's Tax Assessor to publish notice of a proposed tax rate of \$0.7037 per \$100 of assessed valuation. Director Mire seconded the motion, which passed unanimously.

## TAX ASSESSOR'S REPORT CONTINUED

Director Parr motioned to approve the Tax Assessor's Report and payment of invoices. Director Hornaday seconded the motion, which passed unanimously.

## BOOKKEEPER'S REPORT

Mr. Gonzalez presented and reviewed the Bookkeeper's Report; a copy is attached as Exhibit "C". After some discussion, Director Hornaday motioned to approve the Bookkeeper's Report and payment of invoices. Director Mire seconded the motion, which passed unanimously.

Messrs. Brian and Erick Esparza exited the meeting.

## ADOPT OPERATING BUDGET (FISCAL YEAR END ("FYE") SEPTEMBER 30, 2026) CONTINUED

Mr. Gonzalez presented and reviewed the proposed operating budget for the FYE September 30, 2026. Mr. Roach noted new legislation that recently passed, requiring the District to attach any proposed amended budgets to the agenda posting, along with language explaining the financial impact the changes may have on taxpayers. After some discussion by the Board, Director Hornaday motioned to approve the Operating Budget for FYE September 30, 2026, subject to final review by the District's consultants. Director Mire seconded the motion, which passed unanimously.

**AUDITOR TO PREPARE AUDIT FOR FYE SEPTEMBER 30, 2025 (EVERGREEN WITH MGSBE)**

Mr. Roach reviewed the District’s evergreen contract with McCall Gibson Swedlund Barfoot Ellis PLLC (the “District’s Auditor”), noting they are providing the same services for a slight increase in cost. After some discussion, the Board concurred to continue engagement with the District’s Auditor for the District’s FYE 2025 Audit.

**OPERATOR’S REPORT**

Mr. Garcia presented the Operator’s Report; a copy is attached as **Exhibit “D”**. After some discussion, Director Hornaday motioned to approve the Operator’s Report. Director Parr seconded the motion, which passed unanimously.

**ENGINEER’S REPORT**

Mr. Handal presented the Engineer’s Report; a copy is attached as **Exhibit “E”**, providing the following updates:

- (1) Water Interconnect with Roman Forest Consolidated Municipal Utility District (“RFCMUD”), noting that the construction plans have been submitted for agency review, but still need to be submitted to RFCMUD’s engineer, pending confirmation of the meter vault location. He stated that the District’s Engineer had been coordinating efforts with Director Parr and potential landowners to acquire the meter easement. He then requested Board authorization for the preparation of easement documentation.
- (2) Waterline Extension for Interconnect with Blue Topaz, noting that the executed contract had been sent to Bull-G Construction LLC and indicated that a pre-construction meeting has been scheduled for September 8, 2025. He said that the District’s Engineer is currently working on Change Order No. 1 to update pricing and add a pressure-reducing valve. Mr. Handal stated that the District’s Engineer has also requested a proposal for materials testing, noting that it has not been received yet, but advised that it would not exceed \$15,000. He requested that the Board approve the proposal for materials testing in an amount not to exceed \$15,000.

After some discussion, Director Hornaday motioned to approve: (1) the Engineer’s Report; (2) authorization for the District’s Attorney to prepare easement documentation for the RFCMUD Interconnect; and (3) the proposal for materials testing in an amount not to exceed \$15,000. Director Mire seconded the motion, which passed unanimously.

**DEVELOPER’S REPORT**

Mr. Keller noted that he had spoken with Blue Topaz, who confirmed that a fully executed copy of the agreement would be sent soon. Mr. Roach confirmed that the Board has previously approved and executed the agreement.

**UPDATE ON COMMUNICATIONS WITH RFCMUD, ROMAN FOREST PUBLIC UTILITY DISTRICT NO. 4, AND ADJACENT PROPERTY OWNERS**

Mr. Keller reported that the RFCMUD Wholesale Agreement has been finalized and that

he is coordinating with the District's Engineer to address RFCMUD's outstanding discussion items. He further noted that he has requested six (6) temporary connections from RFCMUD for newly developed homes. Finally, he stated that electricians are scheduled to commence Phase 2 work on September 8, 2025.

#### **SERIES 2025 BONDS AND OPTIONS FOR FUTURE BOND APPLICATIONS**

There was nothing new to report.

#### **DIRECTOR'S REPORT**

There was nothing new to report.

#### **ATTORNEY'S REPORT**

Mr. Roach noted the 17 proposed constitutional amendments that will be presented on the November 2025 election ballots. Next, Mr. Roach presented the Letter of Designation for Receiving Public Information Act ("PIA") Requests, a notice that is now required to be submitted to the Attorney General by October 1st of each year. After some discussion, Director Parr motioned to approve the Letter of Designation for Receiving PIA Requests. Director Hornaday seconded the motion, which passed unanimously.

#### **WEBSITE TRANSITION MATTERS**

This item was deferred.

Messrs. Gonzalez, Garcia, Taton, and Ms. Pena exited the meeting.

#### **\*EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071, 551.074, ET. SEQ.**

The Board entered an executive session at 8:53 p.m. with the District's Attorney, Engineer, and Developer for legal consultation.

#### **RECONVENE IN OPEN SESSION AND AUTHORIZE ANY ACTION RESULTING FROM EXECUTIVE SESSION**

The Board reconvened in an open session at 9:18 p.m.

Director Hornaday motioned to authorize the District's Attorney to send the offer letters for the RFCMUD interconnect easement. Director Mire seconded the motion, which passed unanimously.

#### **DISCUSS PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS**

The Board concurred to reconvene for their next regular meeting on October 9, 2025, at 5:00 p.m. at Roman Forest City Hall. There being no further business to discuss, Director Hornaday motioned to adjourn the meeting. Director Mire seconded the motion, which passed unanimously.

Approved this 9<sup>th</sup> day of October 2025.

/s/ Anna Jane Hornaday  
Secretary, Board of Directors

[SEAL]



### LIST OF EXHIBITS

- Exhibit A - Mowing and Maintenance Report
- Exhibit B - Tax Assessor's Report
- Exhibit C - Bookkeeper's Report
- Exhibit D - Operator's Report
- Exhibit E - Engineer's Report