

ROMAN FOREST PUBLIC UTILITY DISTRICT NO. 3

Minutes of Meeting of Board of Directors

June 5, 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 Directors Riebl and Mire, thus constituting a quorum.

Also present at the meeting were Jonathan Roach, Ray Arce, 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”); Bo Brewer of Municipal Operations and Consulting, Inc. (the “District’s Operator”); Ryan Keller of Southern Oaks Water Systems (the “District’s Developer”); and Brian Taton of Double Oak Erosion (the “District’s Mowing/Maintenance Consultant”).

PUBLIC COMMENTS

There were no public comments.

MINUTES OF PRIOR BOARD MEETING

The Board considered the regular meeting minutes of May 8, 2025, for approval. After no discussion, Director Parr motioned to approve the May 8, 2025, regular meeting minutes. Director Hornaday seconded the motion, which passed unanimously.

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”, stating that notices were sent to residents regarding the additional penalty on delinquent taxes after July 1, 2025. After some discussion, Director Hornaday motioned to approve the Tax Assessor’s Report and payment of invoices. Director Parr 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". He noted that the District's Bookkeeper received a bill from Roman Forest Consolidated Municipal Utility District ("RFCMUD"). After some discussion, Director Hornaday motioned to approve the Bookkeeper's Report and payment of invoices, including the invoice from RFCMUD. Director Parr seconded the motion, which passed unanimously.

DEVELOPER'S REPORT

There was nothing new to report.

UPDATE ON COMMUNICATIONS WITH ROMAN FOREST CONSOLIDATED MUNICIPAL UTILITY DISTRICT ("RFCMUD"), ROMAN FOREST PUBLIC UTILITY DISTRICT NO. 4, AND ADJACENT PROPERTY OWNERS

Mr. Handal noted that the District's Engineer requested an official proposal from HydroPro Solutions to provide smart covers on the manholes. He further stated that once received, the District's Engineer would forward the proposal to RFCMUD for approval and execution. Next, he noted that the District's Engineer had provided the exhibit for the water and sanitary sewer plugs to the District's Operator, showing the locations of all required plugs and disconnects. Finally, Mr. Handal stated that the District's Engineer requested pressure information from Blue Topaz's engineer and is awaiting their response.

SERIES 2025 BONDS AND OPTIONS FOR FUTURE BOND APPLICATIONS

Mr. Handal noted that the District's Engineer is working on the final draft of the bond application report and confirmed it would be presented to all consultants for a final review before submittal.

ENGINEER'S REPORT

Mr. Handal presented the Engineer's Report; a copy is attached as Exhibit "E".

- (1) Waterline Extension for Interconnect with Blue Topaz, noting that the contract had been awarded to Bull-G Construction in the amount of \$434,211.00 contingent upon the water purchase contract with Blue Topaz. He said the District's Engineer is working on Change Order No. 1.
- (2) Sanitary Sewer along Roman Forest Blvd. and Fairway Drive - Televising and Rehabilitation, noting that the District's Engineer sent recommendations for repairs to the District's Operator. He further stated that the entire segment must be rehabilitated with a Cure in Place Pipe.
- (3) Water Interconnect with RFCMUD, noting that the District's Engineer proceeded with design per the Board's approval at the May 8, 2025, meeting. He further stated that the construction plans are expected to be submitted for agency review by June 20, 2025.

The Board then discussed Utility Commitment Letters ("UCL"), additional taps, and residents applying for septic.

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

After no further discussion, Director Parr motioned to: (1) approve a UCL to Stonefield Homes; and (2) authorize the District's Attorney to add language to the Notice to Purchaser regarding the Phase 2 septic system. Director Hornaday seconded the motion, which passed unanimously. The Board then concurred that the District's Attorney draft a UCL for the District's Developer.

OPERATOR'S REPORT

Mr. Brewer presented the Operator's Report; a copy is attached as **Exhibit "D"**. He then presented the delinquent cut-off list. Next, Mr. Brewer noted a meter in the District was recommended for replacement, but advised that he would review the warranty first. The Board then ensued discussion regarding the usage unaccounted for by the fire station. After some discussion, Director Parr motioned to approve: (1) the Operator's Report; and (2) the delinquent cut-off list. Director Hornaday seconded the motion, which passed unanimously.

DIRECTOR'S REPORT

Director Rawlins noted that she would be attending the Association of Water Board Directors 2025 Summer Conference.

ATTORNEY'S REPORT

Mr. Roach presented a general update on the recent legislative session. Next, he noted that the Board is required annually to file a form with the Secretary of State regarding the voting system(s) the District may have used during the year and asked for authorization for the District's Attorney to complete and file the form on behalf of the District, as necessary. Then, Mr. Roach requested approval of the destruction of old copies of prior Board meeting notes as allowed by applicable law. He reminded the Board that the District's Attorney is retaining electronic copies of virtually all District records and that copies of all official meeting minutes are kept in perpetuity. After some discussion, Director Hornaday motioned to authorize: (1) the submission of the voting system annual filing form, if needed; and (2) the destruction of old copies of prior Board meeting notes. Director Parr seconded the motion, which passed unanimously.

Director Parr inquired about the status of the District's recent de-annexation. Mr. Roach confirmed that the process had been completed but that the Montgomery County Appraisal District had not yet reflected that information on their database.

POSSIBLE WEBSITE OPTIONS

This item was deferred.

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

The Board did not enter an executive session.

DISCUSS PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

The Board concurred to reconvene for their next regular meeting on July 10, 2025, at 6:00 p.m. at Roman Forest City Hall. There being no further business to discuss, Director Parr motioned to adjourn the meeting. Director Hornaday seconded the motion, which passed unanimously.

Approved this 10th day of July 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 - Engineer's Report
- Exhibit E - Operator's Report