

## ROMAN FOREST PUBLIC UTILITY DISTRICT NO. 3

Minutes of Meeting of Board of Directors

March 5, 2026

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 Hornaday, thus constituting a quorum.

Also present at the meeting were Jonathan Roach\*, who entered later in the meeting, 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”); 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 Terri Smith, a resident of the District. [\*Remote Attendees]

### PUBLIC COMMENTS

There were no public comments.

### MINUTES OF PRIOR BOARD MEETING

The Board considered the minutes of the February 5, 2026, regular meeting. Upon motion by Director Parr, seconded by Director Riebl, the Board unanimously approved the regular meeting minutes of February 5, 2026.

### MOWING AND MAINTENANCE REPORT

Mr. Taton presented the Mowing and Maintenance Report; a copy is attached as Exhibit “A”. A brief discussion ensued regarding drainage matters.

### TAX ASSESSOR’S REPORT

Ms. Pena presented and reviewed the Tax Assessor’s Report; a copy is attached as Exhibit “B”. After some discussion, Director Parr motioned to approve the Tax Assessor’s Report and payment of invoices. Director Mire seconded the motion, which passed unanimously.

## **BOOKKEEPER'S REPORT**

Mr. Gonzalez presented the Bookkeeper's Report; a copy is attached as **Exhibit "C"** and reviewed the District's financials and invoices. Director Riebl inquired regarding the insufficient funds reflected in the report. Mr. Gonzalez explained that such amounts related to customer payments returned for insufficient funds and noted that applicable fees are assessed to those accounts. After some discussion, Director Riebl motioned to approve the Bookkeeper's Report and payment of invoices. Director Parr seconded the motion, which passed unanimously.

## **RESEARCH UNCLAIMED PROPERTY AND PROVIDE NOTICE TO UNCLAIMED PROPERTY OWNERS**

Mr. Roach explained the purpose and statutory requirements for filing an annual unclaimed property report. Director Parr, seconded by Director Mire, moved to file the unclaimed property report. The motion passed unanimously.

## **OPERATOR'S REPORT**

Mr. Garcia presented the Operator's Report; a copy is attached as **Exhibit "D"**, requesting authorization for the District's Operator to prepare the Consumer Confidence Report ("CCR"). After further discussion, Director Parr motioned to approve: (1) the Operator's Report, including the delinquent cut-off list; and (2) authorization for the District's Operator to prepare the CCR. Director Mire seconded the motion, which passed unanimously.

## **DEVELOPER'S REPORT**

Mr. Keller reported that the City of Roman Forest (the "City") engineer is nearing completion of the road design plan for Phase 2, which will include roadside ditches and select swales between lots. He further noted that asphalt paving is anticipated to be completed by end of April 2026, and that new homebuilders intend to commence construction shortly thereafter. The Board then discussed the condition of the roads and drainage facilities in Phase 1.

Ms. Pena exited the meeting.

Mr. Roach entered the meeting.

Mr. Gonzalez inquired when they should receive a water bill from Blue Topaz, and Mr. Keller confirmed that bills should be sent within the next thirty (30) days. A lengthy discussion ensued regarding drainage issues, potential grant funding, and drainage studies. Next, Mr. Handal presented an easement request from Entergy. After further discussion, the Board concurred to approve the easement request, subject to final review by the District's Attorney and Director Rawlins' final authorization.

Messrs. Taton and Gonzalez, and Ms. Smith, exited the meeting.

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

There was nothing new to report.

SERIES 2026 BONDS AND OPTIONS FOR FUTURE BOND APPLICATIONS

This item was discussed in the Engineer's Report.

ENGINEER'S REPORT

Mr. Handal presented the Engineer's Report; a copy is attached as Exhibit "E", providing the following updates:

1. Cornelius Land Development, LLC ("CLD"), reporting that the landowner submitted a revised service request for a proposed office warehouse development and recommended that the Board approve the request, subject to available capacity. After a lengthy discussion, the Board concurred to authorize the District's Engineer to notify CLD that the District will issue a capacity letter, subject to confirmation of capacity and receipt of approval from the applicable city for CLD's proposed development.

Mr. Garcia temporarily exited the meeting.

2. Roman Forest Consolidated Municipal Utility District ("RFCMUD"), reported that RFCMUD is coordinating with the vendor directly regarding the smart covers and stated that once they have an invoice, it would be presented to the District for payment.

Mr. Garcia re-entered the meeting.

3. Series 2026 Bonds and Options for future bond application(s), whereas Mr. Arce noted that old files were recovered that may be related to the District's previous bankruptcy. Further discussion ensued.
4. Drainage Improvements along Roman Forest Boulevard, noting that the District's Engineer is currently reviewing the data and preparing a recommendation.
5. Waterline Extension for Interconnect with Blue Topaz, noting that the project is complete pending minor punch-list items.
6. Water Interconnect with RFCMUD, noting that construction is complete pending the electrical services and minor punch-list items. He then presented Change Order No. 2 in the amount of \$376.00, payable to Bull-G Construction, LLC, recommended for approval.
7. Review Emergency Preparedness Plan ("EPP"), requesting authorization for the District's Engineer to update the plan.

After some discussion, Director Parr motioned to approve: (1) the Engineer's Report; (2) Change Order No. 2; and (3) authorize the District's Engineer to update the EPP. Director Mire seconded the motion, which passed unanimously.

### **DIRECTOR'S REPORT**

There was nothing new to report.

### **COMMUNICATIONS REPORT**

Ms. Gentry presented the Communications Report; a copy is attached as **Exhibit "F"**. The Board ensued a brief discussion regarding the advertisement of their new website to the residents.

### **REVIEW OF CONSULTANT AND VENDOR CONTRACT OPTIONS**

This item was deferred.

### **ATTORNEY'S REPORT**

Mr. Roach presented the 2026 Master Calendar and presented various dates in relation to the 2026 Directors Election.

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

The Board entered into executive session at 8:22 p.m. with the District's Attorney, Operator, Engineer, and Developer.

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

The Board reconvened in an open session at 9:03 p.m.

Director Riebl motioned to approve issuance of a conditional utility commitment letter to the District's Developer, as discussed in executive session. Director Parr 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 April 2, 2026, at Roman Forest City Hall at 5:00 p.m. There being no further business to discuss, Director Riebl motioned to adjourn the meeting. Director Mire seconded the motion, which passed unanimously.

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Approved this 2<sup>nd</sup> day of April 2026.

/s/ Joanis Riebl  
Vice President, 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