

ROMAN FOREST PUBLIC UTILITY DISTRICT NO. 3

Minutes of Meeting of Board of Directors

March 20, 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 Hornaday, thus constituting a quorum.

Also present at the meeting were Jonathan Roach and Jessica Gentry of Roach & Associates, PLLC (the “District’s Attorney”); Brian Desilets 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 February 6, 2025, for approval. After no discussion, Director Parr motioned to approve the February 6, 2025, regular meeting minutes. Director Mire 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”**. Director Parr inquired if the District’s Tax Assessor had heard anything from the Montgomery County Appraisal District concerning the 2025 exemptions. Ms. Pena noted that it was said to be in the next supplemental role. 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.

OPTIONS FOR AND STATUS OF FUTURE BOND APPLICATIONS

There was nothing new to report.

BOOKKEEPER'S REPORT

Mr. Desilets presented and reviewed the Bookkeeper's Report; a copy is attached as **Exhibit "C"**. Director Riebl inquired about why the District does not invest its money. Mr. Desilets stated that the District did not have sufficient funds before the new development. He then advised that the Board could move the District's money into an investment pool. After some discussion, the Board concurred for the District's Bookkeeper to transfer some of the District's funds into TexPool. After a brief discussion regarding invoices and budget amendments, Director Parr motioned to approve the Bookkeeper's Report and payment of invoices. Director Mire seconded the motion, which passed unanimously.

OPERATOR'S REPORT

Mr. Brewer presented the Operator's Report; a copy is attached as **Exhibit "D"**. Next, he presented the delinquent cut-off list. Director Parr inquired why the pumpage and billing had increased. Mr. Brewer noted that it might be possible that the District is receiving water from an unknown valve belonging to another district. He stated that the District's Operator is investigating further. Director Riebl noted that many residents are complaining about high water bills but that most of the accounts on the delinquent cut-off list are under \$150.00. The Board ensued in discussion regarding billing and delinquencies. After some discussion, Director Parr motioned to approve the Operator's Report. Director Mire 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 report of unclaimed property. After some discussion, Director Parr motioned to file the unclaimed property report. Director Mire seconded the motion, which passed unanimously.

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

Mr. Handal noted that the District's Engineer has continued correspondence with Roman Forest Consolidated Municipal Utility District's ("RFCMUD") Engineer. He further stated that RFCMUD's Engineer has generally concurred with the District's proposed metering option for the sanitary sewers, plugging of sanitary lines at manholes, and valve closures/plugs. Mr. Handal confirmed that RFCMUD's Engineer has conveyed this information, including comments made on the exhibits, to RFCMUD, who has accepted the recommendations. Mr. Roach stated that the new comments to the RFCMUD interconnect agreement had been sent to the District's Attorney earlier that day and provided updates. He confirmed that he would review the agreement in more detail.

ENGINEER'S REPORT

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

- (1) Waterline Extension for Interconnect with Blue Topaz, noting the contract was awarded to Bull-G Construction in the amount of \$434,211.00 contingent upon the water purchase contract with Blue Topaz.

- (2) Interconnect with RFCMUD, noting that the Texas Commission on Environmental Quality has approved the as-built set of plans.
- (3) Sanitary Sewer along Roman Forest Blvd. and Fairway Drive - Televising and Rehabilitation, noting the District's Engineer has received the televising videos and is currently reviewing them.

A brief discussion ensued regarding drainage. After the discussion, Director Parr motioned to approve the Engineer's Report. Director Mire seconded the motion, which passed unanimously.

DEVELOPER'S REPORT

There was nothing new to report.

DIRECTOR'S REPORT

There was nothing new to report.

ATTORNEY'S REPORT

Mr. Roach noted that March 14, 2025, was the last day to file bills in the legislative session. He confirmed that the District's Attorney would send a summary of the bills passed after the session ends. Next, Mr. Roach noted several updates regarding the American Association of Special Districts, including a proposed bill to correctly define special districts at the federal level. He then stated that the Texas Special Districts Coalition had just drafted a memorandum of understanding and requested that the Board authorize the District's Attorney to sign it on behalf of the District, demonstrating its continued interest in the coalition. After some discussion, Director Parr motioned to authorize the District's Attorney to sign on the District's behalf. Director Mire seconded the motion, which passed unanimously.

Director Rawlins emphasized the importance of defining special districts at the federal level for grant purposes. She stated that the District is not eligible for many grant opportunities because the federal government does not properly define it. Mr. Roach noted that correcting the special district's definition would enable the consensus bureau to provide the necessary information for submitting grants.

***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 April 10, 2025, at 6:00 p.m. at the Roman Forest City Hall. There being no further business to discuss, Director Parr motioned to adjourn the meeting. Director Mire seconded the motion, which passed unanimously.

Approved this 10th day of April 2025.

/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