

## ROMAN FOREST PUBLIC UTILITY DISTRICT NO. 3

Minutes of Meeting of Board of Directors

August 7, 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, Jessica Gentry, and Hayden Toth 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 Norma Davila\*, who entered later virtually in the meeting, a member of the public. [\*Remote Attendees]

### PUBLIC COMMENTS

There were no public comments.

### MINUTES OF PRIOR BOARD MEETING

The Board considered the regular meeting minutes of July 10, 2025, for approval. After no discussion, Director Parr motioned to approve the minutes of the July 10, 2025, regular meeting. 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”. 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.

### REVIEW FINANCIAL ADVISOR ENGAGEMENT OPTIONS

Mr. Roach noted that the District’s Financial Advisor is no longer active, and accordingly, the District will need to engage a new Financial Advisor. He noted that he has already sent out

several Requests for Proposal (“RFPs”) to prospective firms. The Board then proceeded to further discuss the matter.

### **BOOKKEEPER’S REPORT**

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

### **REVIEW DRAFT OPERATING BUDGET (FISCAL YEAR END (“FYE”) SEPTEMBER 30, 2026)**

Mr. Gonzalez presented and reviewed the proposed operating budget for the FYE September 30, 2026. He noted that, once comments were received from the Board, the operating budget would be finalized and presented for Board approval at the next regularly scheduled meeting.

### **OPERATOR’S REPORT**

Mr. Garcia presented the Operator’s Report; a copy is attached as **Exhibit “D”**.

Ms. Davila entered the meeting virtually.

Next, Mr. Garcia presented recommendations for the Sanitary Sewer Rehabilitation.

### **DEVELOPER’S REPORT**

Mr. Keller reported that utilizing the previously discussed resident’s property for an interconnect was no longer a viable option. The Board then ensued in a lengthy discussion regarding alternative options for the interconnect and the potential need for a topographical survey of the roadside ditches along Roman Forest Boulevard.

Ms. Davila exited the meeting.

After some discussion, Director Hornaday motioned to authorize the District’s Engineer to move forward with the topographical survey, as discussed, at a cost not to exceed \$7,500.00. Director Parr seconded the motion, which passed unanimously.

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

There was nothing new to report.

### **ENGINEER’S REPORT**

Mr. Handal presented the following updates:

- (1) Waterline Extension for Interconnect with Blue Topaz, noting that construction is pending receipt of the finalized Blue Topaz (“BT”) agreement and easement. Mr. Roach noted that the Board had previously approved the agreement and further advised that he is addressing BT’s final comments.

- (2) Water Interconnect with RFCMUD, whereas the Board ensued in a discussion regarding the final revisions to the agreement.

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

Mr. Handal noted that he needed to meet with the District's Attorney to discuss it further. Mr. Roach stated that the District would need a Financial Advisor to sign off on the financials before they could finalize and submit the bond application report.

### **RESOLUTION REGARDING DEVELOPING DISTRICT STATUS**

Mr. Roach reminded the Board that determination of a district's "developing" status is an annual requirement and reviewed the tax rate adoption procedures under Chapter 49 of the Texas Water Code. He explained that the applicable procedures depend, in part, on whether a district is classified as "developed" or "developing" under Senate Bill 2 requirements, which may affect tax rates and potential election requirements. Following discussion, Director Hornaday motioned to recognize the District as a "developing" district for the 2025 tax year and adopt the corresponding resolution. Director Parr seconded the motion, which passed unanimously.

### **REVIEW OPTIONS FOR INSURANCE POLICIES (*EXPIRE SEPTEMBER 30, 2025*)**

Mr. Roach reviewed the renewal proposal from Texas Municipal League Intergovernmental Risk Pool ("TML"), noting that the policies expire on September 30, 2025, and that the new premium is \$5,848.00. After some discussion, Director Hornaday motioned to approve the renewal proposal from TML for 2025-2026. Director Parr seconded the motion, which passed unanimously.

### **DIRECTOR'S REPORT**

Director Parr inquired about the status of various operational matters, whereby further discussion ensued.

### **ATTORNEY'S REPORT**

Mr. Roach presented the summary of the 2025 Legislative Session and discussed the constitutional amendment propositions that will appear on the November 2025 election ballot.

### **POSSIBLE WEBSITE OPTIONS**

Ms. Gentry presented a proposal for website services. After some discussion, Director Hornaday motioned to engage Roach & Associates, PLLC as the District's website consultant, subject to an acceptable contract. Director Parr seconded the motion, which passed unanimously.

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

### **\*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 September 4, 2025, at 6:00 p.m. at Roman Forest City Hall. There being no further business to discuss, Director Hornaday motioned to adjourn the meeting.

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Approved this 4<sup>th</sup> day of September 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