

MINUTES OF MEETING
OF
SENNA HILLS MUNICIPAL UTILITY DISTRICT

STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

A meeting of the Board of Directors of Senna Hills MUD was held at 7:10 a.m. on February 26, 2021 by remote access only in accordance with the March 16, 2020 Order by Governor Abbott temporarily suspending certain requirements of the Texas Open Meetings Act to advance the goal of limiting face-to-face meetings to slow the spread of COVID-19. The meeting was open to the public and notice was given as required by the Texas Open Meetings Act and as modified by the Governor's Order.

1. CALL TO ORDER

The meeting was called to order.

2. ROLL CALL OF DIRECTORS

The Directors present were:

Chet A. Palesko - President
David I. Perl – Vice President
Lisa S. McKenzie – Secretary
Joe Szoo – Assistant Secretary
Corey Newhouse – Assistant Secretary

thus constituting a quorum. All Directors were present.

Also present at the meeting were Bill Flickinger, Matt McPhail and Jeniffer Concienne of Willatt & Flickinger, PLLC, Robert Ferguson of Murfee Engineering, Jesse Kennis and Ronja Keyes of Inframark and Allen Douthitt of Bott & Douthitt.

3. CITIZEN COMMENTS

No citizens commented under this section.

4. MINUTES OF PRIOR MEETINGS

President Chet Palesko entertained a motion for approval of the Minutes. Motion was made by David I. Perl and seconded by Lisa McKenzie to approve the Minutes of the January 29, 2021 meeting as presented in the agenda package. The motion carried unanimously.

5. PAYMENT PLANS FOR DISTRICT CUSTOMERS DURING COVID-19 VIRUS CRISIS

Manager Jesse Kennis reported that no payment plan requests were received.

6. ALL MATTERS RELATED TO WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY

President Chet Palesko asked if there was any further information on the conserve water notice from the PUA right before the storm. Manager Jesse Kennis stated that they were just trying to stay ahead of the curve.

7. ENGINEER'S REPORT ON SOME OR ALL OF THE AGENDA ITEMS

Engineer Robert Ferguson discussed his report as included in the agenda package.

Mr. Ferguson advised that they are still organizing and working on mapping of the irrigation system. He is working with Manager Jesse Kennis on this project. Mr. Ferguson had no update on the stormwater system and amenity center issues.

There was discussion of the effluent pond liner project. Mr. Ferguson met with the committee, consisting of President Chet Palesko and Vice President David I. Perl yesterday to discuss in detail. They are still working on estimates of cost and dirt work. There was discussion of replacing the liner without having to remove the boulders. They will also be looking at color options. President Chet Palesko stated that it does not appear to be an option of getting rid of the boulders. The boulders are serving as a retaining wall. The liner can be replaced with the boulders in place. This option will also help with the pricing. The preliminary figures came in at \$350,000 and \$400,000, however that is not the total cost as it does not include engineering, effluent management during liner replacement and any necessary dirt work. Mr. Perl asked about neighbor involvement with the project. The Board discussed the available colors for the liner. A tan or cream liner seems to be a better option than the black one that is installed now. Mr. Ferguson will obtain some photos of colored liners additional review. This project will be discussed in more detail next month.

In regard to the site plans and development activity with SHL, the TxDOT reviewer for the driveway permit informed Mr. Ferguson that they made comments back in October to the drainage plans that SHL submitted. To date, they have heard nothing further. The reviewer indicated that he would put Mr. Ferguson on a correspondence list and provide any updates to him.

8. CONSTRUCTION PROJECTS WITHIN THE DISTRICT, INCLUDING ADVERTISEMENT FOR BIDS AND APPROVAL, AWARD, RECOMMENDATION, ADMINISTRATION OF CONSTRUCTION CONTRACTS, CHANGE ORDERS AND PAY ESTIMATES

This item was not discussed.

9. MS4 PERMIT; MAINTENANCE OF DRAINAGE EASEMENTS AND PONDS; ISSUES WITH THE HOA AMENITY CENTER DRAINAGE FACILITIES

This item was not discussed.

10. BOOKKEEPER'S REPORT, INCLUDING AUTHORIZATION OF PAYMENT OF BILLS; BUILDER DEPOSITS

Bookkeeper Allen Douthitt discussed the financials, invoices, per diems and fund transfers with the Board. The District is over budget for the reporting period but good year to date. After discussion, President Chet Palesko entertained a motion. Motion was made by Corey Newhouse and seconded by Joe Szoo to approve the financials and payment of the invoices, per diems and authorize the fund transfers as presented. The motion carried unanimously.

11. DISTRICT MANAGER'S REPORT ON OPERATIONS

- a. Customer Requests
- b. Landscape Maintenance Contracts; Additional landscaping services
- c. Inspections of HOA effluent irrigation system
- d. Maintenance and trimming of trees and vegetation on District property; removal of vegetation on District property planted by homeowners without permission
- e. Cleanup, Repair and Maintenance within the District needed as a result of recent winter storms.

Manager Jesse Kennis discussed the Executive Summary with the Board.

Mr. Kennis discussed the effects of the winter storm on the District's wastewater plant and other areas. There was a supply line to the drum screen that broke during the freeze. The irrigation contractor, Pios repaired several broken irrigation heads from the freeze. It was also reported that a line at the reuse chlorination building at the effluent holding pond broke during the freeze. Inframark will continue to check daily reads for leaks that may have not be discovered during the freeze. However, there is no indication of leaks.

The District incurred a 25% water loss this period. Mr. Kennis stated that he would check it out but feels that reading the meters later than usual could be the issue.

As of February 13th, 183 electronic meters have been installed. There are 50 left to install at this time. Mr. Kennis discussed reports of leaks from the new meter installation at several addresses. Inframark will warranty those repairs.

Mr. Kennis discussed the draft letter to the Golson's on the inspections and meter/tap fees. This letter will be provided to legal for review before it is sent out.

12. ELECTRONIC METERS

This item was discussed as part of the Manager's Report.

13. BILLING ADJUSTMENTS; ADJUSTMENTS FOR FREEZE-RELATED USAGE

Lisa McKenzie recommends doing as much as the District can to give relief to the customers due to the winter storm and having to drip the water faucets for an extended amount of time. Mrs. McKenzie suggested the following: 1) that all water usage for February should be billed at the lowest tier; 2) the February usage should be dropped out of the winter averaging period, leaving only December and January to make up the winter averaging and 3) Inframark should waive all charges relating to emergency callouts to turn the water off for the customers during the winter storm. After discussion, President Chet Palesko entertained a motion. Motion was made by Lisa McKenzie and seconded by David I. Perl to approve billing the February water usage at the lowest tier, dropping the February water usage out of the winter averaging period and waiver of Inframark charges relating to emergency callouts to turn the water off for the customers. The motion carried unanimously.

14. TAYLOR LAKE EFFLUENT POND, THE DISTRICT'S EFFLUENT DISPOSAL SYSTEM; EFFLUENT DISPOSAL CONTRACT BETWEEN THE DISTRICT AND HOA

This item was discussed under the Engineer's Report above.

15. DATES FOR FUTURE BOARD MEETINGS

The next several Board meeting dates are as follows: March 26th, April 30th and May 28, 2021.

16. INFRAMARK CONTRACT

Attorney Bill Flickinger has not yet seen the proposed contract. Manager Kristi Hester will send the draft to Attorney Bill Flickinger for review.

17. ORDER ESTABLISHING WATER AND WASTEWATER SERVICE RATES, CHARGES AND TAP FEES, AND ADOPTING GENERAL POLICIES AND RULES WITH RESPECT TO THE DISTRICT'S WATER, WASTEWATER AND DRAINAGE SYSTEMS; GRINDER PUMPS

This item was not discussed.

18. SERVICE AGREEMENT AND APPLICATION

Lisa McKenzie discussed revisions to the Service Application. After discussion, President Chet Palesko entertained a motion. Motion was made by David I. Perl and seconded by Corey Newhouse to approve the revised Service Application as presented. The motion carried unanimously.

19. REPORT FROM MR. RIP MILLER ON PROGRESS OF APPROVALS FOR AND DEVELOPMENT OF THE 11.73 ACRE TRACT OWNED BY SENNA HILLS, LTD.

This item was not discussed.

20. CONTRACT BY AND AMONG THE DISTRICT, SENNA HILLS HOMEOWNERS ASSOCIATION, INC.; SENNA HILLS, LTD. AND THE SENNA HILLS TRUST

Attorney Bill Flickinger reported that joint letter from the HOA and District was sent to Rip Miller's attorney on February 10th. Action will need to be made by March 11, 2021. If there is no response, the consent letter at the City of Austin can be pulled.

21. ADJOURN

President Chet Palesko adjourned the meeting.


Chet A. Palesko, President

ATTEST:


Lisa S. McKenzie, Secretary

[SEAL]