

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 March 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 and Jeniffer Concienne of Willatt & Flickinger, PLLC, Robert Ferguson of Murfee Engineering, Kristi Hester 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 February 26, 2021 meeting as presented in the agenda package. The motion carried unanimously.

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

This item was not discussed.

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

This item was not discussed.

7. LCRA COST-SHARING PROGRAM

President Chet Palesko discussed the background of the LCRA cost sharing program.

President Palesko prepared the application and submitted it to the LCRA. The application was filed to obtain financial help with the smart meter upgrade project. The total project costs are approximately \$103,000. The first year will cost approximately \$80,000 to \$90,000, with the remaining divided between years two and three. After review of the application, the LCRA could provide up to \$17,000 towards the project. Mr. Palesko asked the Board if they wish to proceed with the application for funds. Some of the Board wanted to proceed. However, there was discussion that if the amount from the LCRA is under \$10,000 they do not. The Board thanked President Palesko for his time and effort in preparing the application. After discussion, President Chet Palesko entertained a motion. Motion was made by David I. Perl and seconded by Lisa McKenzie to ratify and confirm the submission of the Cost Sharing Program Application to the LCRA and authorize President Chet Palesko to move forward with the LCRA as necessary. Corey Newhouse and Joe Szoo voted against the motion. The motion carried.

8. 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 reported that he will be getting with Manager Jesse Kennis on Tuesday to walk the irrigation fields in connection with the mapping project.

In regard to the stormwater system and amenity center issues, Mr. Ferguson noted that the status had not changed and is in a holding pattern. Lisa McKenzie stated that the HOA's attorney advised the HOA it is responsible for the repair of the collapsed stormwater pipe.

Mr. Ferguson discussed the effluent pond liner project. Liner samples were provided to the committee for consideration. A major element of the project is managing the effluent during the time the pond is offline. Murfee Engineering is working on an acceptable approach. Most likely, a storage tank will be used, and they will maximize use of all of the spray irrigation fields.

There have been no responses from TxDOT or City of Austin in connection with SHL site plans and development activity.

9. 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.

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

This item was not discussed.

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

Bookkeeper Allen Douthitt discussed the financials, invoices, per diems and four fund transfers with the Board. Corey Newhouse inquired about the Badger meter charge. Mr. Douthitt advised it was the connection fees for the 10-meter pilot program. After discussion, President Chet Palesko entertained a motion. Motion was made by Joe Szoo and seconded by Corey Newhouse to approve the financials and payment of the invoices, per diems and authorize the four fund transfers as presented. The motion carried unanimously.

12. 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 Kristi Hester discussed the Executive Summary with the Board.

Mrs. Hester reported on the wastewater treatment plant. The plant is running at 91% capacity. The capacity is above average for this time due to the dripping of pipes during the winter storm. Mrs. Hester discussed an overflow at the sludge box. The operator was wasting to the sludge box and during the process, went and checked on the District's lift stations. Unfortunately, the polymer pump malfunctioned causing the overflow of approximately 1,000 gallons. This instance was reported to the TCEQ. President Chet Palesko inquired about TCEQ's fining. Mrs. Hester does not believe the District will be fined for this spill. However, it will be noted in the District's next inspection by the TCEQ. President Palesko asked if the District should be considering other precautions to prevent a spill of this type. Mrs. Hester advised that this type of overflow would have been caught within the hour when the operator returned to stop the wasting

process. David I. Perl inquired about installing a float switch on the system. President Palesko is not in favor of over monitoring the system.

In regard to the re-use water system, Pios repaired broken irrigation heads due to damage from the freeze.

The District purchased 6.7 million gallons of water for the month of February. There was a 21.71% water loss reported. There was discussion that the water loss may be a result of the electronic meter change out. After further discussion, President Chet Palesko entertained a motion for leak detection in the system. Motion was made by Lisa McKenzie and seconded by Corey Newhouse to authorize leak detection services not to exceed \$5,000. The motion carried unanimously.

There were five delinquent letters mailed out and one door tag hung, however, there were no disconnects of water service. Mrs. Hester reported on a billing error on the base contract due to the incorrect number of delinquent letters that were mailed out. Inframark will be crediting the District \$375.

Mrs. Hester reported all mechanical meters that have registered over one million gallons have been changed out for electronic meters.

Attorney Bill Flickinger discussed the draft letter to the Golsons regarding applicable utility fees and applications for the proposed swimming pool/casita project at 10621 Straw Flower Drive. The letter will be finalized and sent out today. There was discussion of where the pool water will be deposited when the pool is backwashed or drained. Engineer Robert Ferguson noted that the pool water can be discharged over the owner's property. The pool water should not go in the sanitary sewer system. If the rules allow, the backwash can be drained into the storm drain system. Manager Kristi Hester will review the MS4 permit.

Lisa McKenzie discussed damaged oak trees and broken limbs at the Lemon Mint Park due to the winter storm. There was discussion of the possibility of oak wilt. David I. Perl believes the District has responsibility to prevent oak wilt within the District. After discussion, President Palesko entertained a motion. Motion was made by David I. Perl and seconded by Corey Newhouse to have Zane Furr, the District's landscaper inspect the Lemon Mint Park area for downed limbs and damaged trees and to seal the trees and haul off the debris, not to exceed \$5,000. The motion carried unanimously.

### 13. ELECTRONIC METERS

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

### 14. BILLING ADJUSTMENTS; ADJUSTMENTS FOR FREEZE-RELATED USAGE

Lisa McKenzie reported that there were 56 residents who got relief from the tiered pricing change that the Board approved last month and that the reduction total was less than \$1,500. Mrs.

McKenzie also noted that 147 residents had more than 10,000 gallons of water consumption in February, who were benefited from taking that period out of the winter averaging calculation.

15. EAGLE PROJECT PLANNED BY BOY SCOUTS ON HOA TRAILS ON DISTRICT PROPERTY

Attorney Bill Flickinger advised that the Eagle project planned by the Boy Scouts on the trails within the District is an HOA issue. This project is informational for the Board. No action is needed.

16. 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.

17. DATES FOR FUTURE BOARD MEETINGS

The next several Board meeting dates are as follows: April 30<sup>th</sup>, May 28, 2021, June 25<sup>th</sup> and July 30<sup>th</sup>.

18. 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.


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

President Chet Palesko announced that the Board of Directors will go into closed session for consultation with the District's attorney pursuant to Section 551.071 of the Texas Government Code regarding matters related to Agenda Item No. 19. The Board went into closed session at 8:36 a.m.

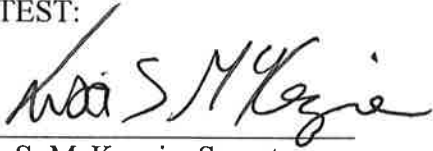
At 8:59 a.m., President Palesko announced that the Board of Directors had concluded its closed session and was returning to open meeting, and that no action was taken during the closed session.

20. ADJOURN

President Chet Palesko adjourned the meeting.

  
Chet A. Palesko, President

ATTEST:

A handwritten signature in cursive script, appearing to read "Lisa S. McKenzie". The signature is written in black ink and is positioned above a horizontal line.

Lisa S. McKenzie, Secretary

[SEAL]