

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 July 30, 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 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 Kay Olsen of Inframark and Allen Douthitt of Bott & Douthitt.

3. PUBLIC COMMENTS

No public comments were made.

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 June 25, 2021 board meeting as presented. The motion carried unanimously.

5. PROPOSAL TO OBTAIN PERPETUAL EASEMENT NEAR PRICKLY POPPY LIFT STATION

Attorney Bill Flickinger reported that it appears that the resident/owner is no longer interested in the perpetual easement and wants ownership of the land. The resident did mention previously that she was concerned with fire protection in that area. Mr. Flickinger discussed the possibility of a fire wise program with the fire department. Secretary Lisa McKenzie asked if Engineer Robert Ferguson could look at the access in that area, such as easements and entry gates.

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

President Chet Palesko reported that a PUA impact fee meeting will be held next week. They are reassessing the impact fees and will present the results from the study at the PUA's August board meeting.

7. LCRA COST-SHARING PROGRAM

President Chet Palesko indicated he posed for a picture with the big LCRA check for the Cost-Sharing Program.

Corey Newhouse will be sure that the District is price-locked on the costs of the electronic meters with Badger Meters.

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 they recently met with Inframark and PIOS to work on the last part of the irrigation field mapping project.

The pond liner project will commence next year. Mr. Ferguson stated that they will periodically make an assessment of the pond and liner in the meantime. The pond liner budget, which was pre-funded over the past four years, is still adequate for this project.

Mr. Ferguson has not heard from TxDOT regarding the SHL driveway permit review. SHL's engineer has the edited plan ready for distribution.

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

Manager Kristi Hester reported that one of the outfall areas has erosion issues. Inframark is waiting on drier weather to fix the issue.

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

Bookkeeper Allen Douthitt discussed the financials, invoices, per diems, bond payments and two fund transfers with the Board. Included in the invoices is the mediator fee of \$1,200 for the upcoming SHL mediation. Mr. Douthitt discussed the District's budget. For the month, the District's results are slightly below budget, but for the year the District is on track. Next month, the budget and tax rate will be discussed. The total assessed valuation for the District increased to \$342,000,000. After discussion, President Chet Palesko entertained a motion. Motion was made by Corey Newhouse and seconded by David I. Perl to approve the financials, payment of the invoices, per diems and bond payments and authorize the two 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. Leak detection investigation
- f. Cybersecurity

Manager Kristi Hester discussed the Executive Summary with the Board.

Mrs. Hester reported on the wastewater treatment plant. There was 2.6 mg of wastewater treated for the month of June. The plant is running at 89% capacity. All facilities are in compliance for the month of June. Mrs. Hester reported on repairs to the spray fields to restore water pressure to the east side of the District. It was also noted that the diffuser valve on the MBR 2 was repaired.

There was discussion of the need to replace the Lemon Mint lift station control panel. Mrs. Hester provided photos in her report. The cost will be approximately \$11,000 to \$15,000 to replace the control panel. Mrs. Hester will work with Bookkeeper Allen Douthitt to budget for this replacement. President Chet Palesko asked Mrs. Hester to obtain another estimate or two for this work due to the estimated costs.

There was discussion of the electronic meter replacement program. All meters should be changed out by the end of next week. However, we may be 10 short. Vice President David I. Perl noted that he had a sprinkler line leak, which was noted due to his Eye on Water app that can be set to notify residents of ongoing leaks.

Mrs. Hester reported that the Water Restriction Signs have been ordered and will be installed by next week.

The Board discussed cybersecurity on the District's metering system and wastewater treatment plant. Mrs. Hester indicated that the SCADA system is under a login, which is a VPN and should be secure.

Engineer Robert Ferguson discussed the need for an emergency preparedness plan. This plan is for the water and wastewater facilities within the District and will be submitted to the TCEQ. The deadline for this plan is March 2022. Mr. Ferguson will come back to the Board with a scope of work and proposal.

The Board also discussed the water loss within the District. In June, it was calculated as 15%. Mrs. Hester advised that she is pulling the reads from July 20<sup>th</sup> to see if the accountability is closer to 100%. If it is worse, then Inframark will do night testing. There was discussion of the possibility that the meter change outs could be the culprit.

President Chet Palesko discussed the wastewater plant capacity and wondered if the District needs to plan to expand the plant. Mrs. Hester will arrange for a calibration and check on the I&I due to the recent heavy rainfall. It was noted that I&I can also be caused by irrigation.

### 13. ELECTRONIC METERS

This item was briefly discussed above in Item No. 7.

### 14. INSURANCE PROPOSALS WITH AJ GALLAGHER; NOTICE TO TML

Corey Newhouse reported that they are still waiting on information from AJ Gallagher. The committee will have a recommendation at the August board meeting. No action is needed today.

### 15. BILLING ADJUSTMENTS

This item was not discussed.

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

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

17. DATES FOR FUTURE BOARD MEETINGS; STATUS OF TEMPORARY RULES ALLOWING REMOTE BOARD MEETINGS – IN-PERSON BOARD MEETINGS REQUIRED BEGINNING SEPTEMBER, 2021

The next several Board meeting dates are as follows: August 27<sup>th</sup>, September 24<sup>th</sup> and October 29, 2021.

President Chet Palesko advised that he will not be able to attend the September 24<sup>th</sup> meeting. Therefore, it was rescheduled to September 17<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; MEDIATION OF DISPUTES RELATED TO THAT CONTRACT; PAYMENT OF MEDIATOR FEES

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 7:56 a.m.

At 8:41 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.

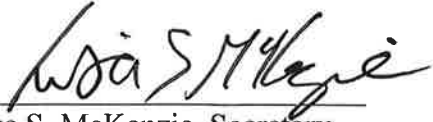
The mediation with SHL is scheduled for August 24<sup>th</sup>. The mediator fees were approved above in the financials.

21. ADJOURN

President Chet Palesko adjourned the meeting.

  
\_\_\_\_\_  
Chet Palesko, President

ATTEST:



Lisa S. McKenzie, Secretary

[SEAL]