

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 April 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 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, Kristi Hester and Ronja Keyes of Inframark and Allen Douthitt of Bott & Douthitt.

3. PUBLIC COMMENTS

No comments were made 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 March 30, 2021 meeting as presented in the agenda package. The motion carried unanimously.

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

This item was not discussed.

6. LCRA COST-SHARING PROGRAM

President Chet Palesko reported that he will be attending a Zoom meeting with the LCRA on May 14<sup>th</sup> regarding the cost sharing program. He will report back at the May board meeting with details.

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 reported they are in the process of mapping the irrigation fields. It has been difficult to find the sprinkler heads in the eastern end of the field. Lisa McKenzie reported that she had contact from Jesse Kennis on the status of the irrigation zones near President Chet Palesko's residence. There is an irrigation zone in that area that has been in disrepair for a long time. Mrs. McKenzie asked if that zone will be cleared out to maximize effluent irrigation while the pond is off-line. Mr. Ferguson said he will check with Pios on where that connection is. New control wires were brought to the west side of Senna Hills Drive. Mr. Ferguson will confirm that that side of the road is energized.

Work is being done at the amenity center to repair the storm pipe, remove the obstruction and repair the pool deck's drain connection.

Mr. Ferguson discussed the status of the pond liner project. He is working with Inframark on the operations aspect of managing the produced effluent during the liner replacement. President Chet Palesko inquired about the time frame for selecting the material to be used so that it does not impact the schedule for completion. Lisa McKenzie asked when the project will begin. Mr. Ferguson said the target date is August. That period is a good time to use effluent irrigation through the sprinkler system. Joe Szoo asked if there were any concerns about the liner availability. Mr. Ferguson will check with the supplier. The committee will provide a recommendation on the liner and pass it to the Board for consideration.

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

Manager Kristi Hester reported on the compliance department within Inframark. They are reviewing the MS4 permit program in detail. Mrs. Hester will report back at the May board meeting with a detailed report.

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's budget is good to the month and year-to-date. After discussion, President Chet Palesko entertained a motion. Motion was made by David I. Perl 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. Payment plans for District customers during COVID-19 virus crisis
- c. Landscape Maintenance Contracts; Additional landscaping services
- d. Inspections of HOA effluent irrigation system
- e. Maintenance and trimming of trees and vegetation on District property; removal of vegetation on District property planted by homeowners without permission
- f. Cleanup, Repair and Maintenance within the District needed as a result of recent winter storms
- g. Possible repairs to areas of streets in Section 5B and 6
- h. Leak detection investigation

Manager Kristi Hester discussed the Executive Summary with the Board.

Mrs. Hester reported on the wastewater treatment plant. 2,423,000 gallons of wastewater was treated in the month of March. The average flow was 78,000 gpd. The plant is running at 78% capacity.

Mrs. Hester reported on the water accountability. SAMCO can begin a leak detection investigation in May. President Chet Palesko believes the District actually has a leak in the system per the information in the graphs from what the District buys/sells. Joe Szoo asked if the loss could be from the meter replacements. Mrs. Hester does not believe that is the case. After discussion, motion was made by Corey Newhouse and seconded by Lisa McKenzie to authorize the leak detection investigation with SAMCO. The motion carried unanimously.

There was discussion of the status of the electronic meter replacement project. Manager Kristi Hester is working on pricing to replace all the remaining non-electronic meters. President Chet Palesko and Corey Newhouse stated that the District's pricing is locked in during the first 12 months. After discussion, motion was made by Joe Szoo and seconded by Corey Newhouse to

order the remaining electronic meters, as long as the price is still the same and to not exceed \$25,000. The motion carried unanimously.

Mrs. Hester discussed the amenity center findings and repairs. David I. Perl reported that there was a plastic pipe extending into the concrete storm water pipe, which blocked the flow itself. When that plastic pipe was fitted into the storm water pipe, concrete was poured around it, and dripped into the storm water pipe, further blocking the flow. All repairs have now been made. Lisa McKenzie stated that plastic pipe brings water off the pool deck. Lisa McKenzie asked about the fence repair and Mrs. Hester advised that Inframark will repair the fence. David I. Perl asked if the drainage/filtration is now working as intended. Engineer Robert Ferguson believes that now the water should not backup in the parking lot.

President Chet Palesko thanked Kristi Hester for Inframark's prompt response in fixing his grinder pump.

Lisa McKenzie discussed the areas in Section 5B and 6 where Travis County has not accepted the roads. She believes the District budgeted \$50,000 a few years ago for this matter in case the HOA made progress with getting the County to indicate what they needed to do to accept these roads. The County has not moved forward on this matter at all. There are three road patches that may need to be redone and some of the sidewalks may have areas that are not ADA compliant. After discussion, Corey Newhouse has no problem helping out on this matter but believes that the HOA should take the lead. President Chet Palesko agrees.

Two residents were on payment plans and have defaulted. They are now on the disconnection schedule. One resident has paid the account and service was reinstated. The other is on the disconnect schedule for next month.

Mrs. Hester reported high CL2 readings in the distribution system. The District is very close to the PUA water plant. As the PUA releases chlorine into the distribution system, the District is hit with it first, resulting in higher levels than districts further away from the plant. Inframark has been in communication with the PUA. President Chet Palesko asked about the maximum level. Mrs. Hester reported there is no maximum level, just a minimum level.

## 12. ELECTRONIC METERS

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

## 13. BADGER METER BEACON AMA MANAGED SOLUTION MASTER AGREEMENT (SOFTWARE)

Attorney Bill Flickinger discussed the Master Agreement with Badger. This agreement is the software agreement and is needed for the endpoints. Corey Newhouse reported that his is still broken. Manager Kristi Hester advised that she will get this taken care of. Lisa McKenzie inquired about who owns the data in the system. Mr. Flickinger advised the District owns the data and that Badger owns the software. There was discussion of the data security measures in the contract. After discussion, President Chet Palesko entertained a motion. Motion was made by David I. Perl

and seconded by Joe Szoo to approve the Badger Meter Beacon AMA Managed Solution Master Agreement as presented. The motion carried unanimously.

14. INSURANCE PROPOSALS WITH AJ GALLAGHER; NOTICES TO TML IF CHANGING CARRIERS

Attorney Bill Flickinger discussed the insurance proposals from AJ Gallagher. President Chet Palesko moved this item to the committee level for review. The committee will be Corey Newhouse and Joe Szoo. The committee will review the proposals and what is currently offered with TML and report back to the Board at the next meeting. No action is needed today.

15. BILLING ADJUSTMENTS; ADJUSTMENTS FOR FREEZE-RELATED USAGE

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 under the Engineer's Report above.

17. DATES FOR FUTURE BOARD MEETINGS

The next several Board meeting dates are as follows: May 28<sup>th</sup>, June 25<sup>th</sup>, July 30<sup>th</sup> and August 27, 2021. President Chet Palesko announced that he would not be able to attend the May meeting.

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

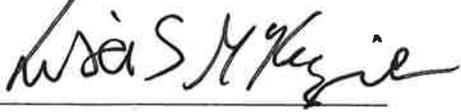
Attorney Bill Flickinger reported that he has reviewed the response from Rip Miller's attorney. The primary dispute is the size of the office complex. This is an HOA issue. The HOA attorney will be meeting with Rip Miller's attorney next week.

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]