

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 Municipal Utility District, open to the public, was held at 7:10 a.m. on November 19, 2021 at Willatt & Flickinger, PLLC, 12912 Hill Country Blvd., Ste. F-232, Austin, Texas 78738, pursuant to notice duly given in accordance with law.

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
Corey Newhouse – Assistant Secretary

thus constituting a quorum. Assistant Secretary Joe Szoo was absent.

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 Lisa McKenzie and seconded by Corey Newhouse to approve the Minutes of the October 29, 2021 board meeting as presented. 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

See Item 11.

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

a. TCEQ permit amendment

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

The mapping of the irrigation fields is still in progress. PIOS finished the repairs on the valves and piping leaks at the eastern part of the effluent irrigation system. PIOS will continue to ping locations to finish the location map. The project is close to wrapping up. Lisa McKenzie asked if that area is being mowed by Zane Furr. Mr. Ferguson noted that if he is not maintaining it, that area will need to be added to the maintenance schedule.

Mr. Ferguson discussed the status of the WWTP permit amendment application. Mr. Ferguson is working with Attorney Bill Flickinger and the committee to complete the application. Mr. Ferguson noted that he still does not have the correct information from the SHL project engineer on what water supply needs are or the wastewater flows that might be produced by the office building. This information will need to be included in the application.

Mr. Ferguson reported on the SB 3 requirements. The filing is complete in regard to the critical infrastructure being filed with the PUA. The next step is to have the Emergency Preparedness Plan submitted to the TCEQ by March 1, 2022.

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. Joe Szoo's per diem for today will be voided due to his absence. Mr. Douthitt noted that the TCEQ permit amendment fee is also included in the today's payables. After discussion, President Chet Palesko entertained a motion. Motion was made by David I. Perl and seconded by Lisa McKenzie to approve the financials, payment of the invoices, per diems and authorize the two fund transfers as presented. The motion carried unanimously.

11. DISTRICT MANAGER'S REPORT ON OPERATIONS

- a. Wastewater Treatment Plant
- b. Distribution System – Billing
- c. Collection System
- d. Drainage/Ponds
- e. Customer Requests
- f. Landscape Maintenance Contracts; Additional landscaping services
- g. Inspections of HOA effluent irrigation system
- h. Leak detection investigation; possible refund from SAMCO

Manager Kristi Hester discussed the Executive Summary with the Board.

Mrs. Hester reported on the wastewater treatment plant. There was 2.5 mg of wastewater treated for the month of October. The plant is running at 81% capacity. No compliance issues were noted in the month of October. Minor repairs were made to the drum screen line and reuse water line, and Inframark cleaned the contacts to resolve the issue of the process water pump circuit tripping.

Mrs. Hester stated that she hopes the water accountability will get back up in the 90% range due to the water leak near 1701 and 1705 Datura being repaired. Currently it shows 77% accountability. Once the numbers come in from the November 18th reads, if the accountability is not up, she will arrange for night testing to be done on the District's water system. The master meter is overreading, so she has requested the PUA to recalibrate the meter.

Mrs. Hester reported that a piece of the pond liner blew off during the high winds. Inframark is making that repair.

The HOA irrigation inspection reports are not being sent to Inframark as they were in the past. However, Carrie with the HOA is receiving them.

Lisa McKenzie discussed several past due water bill accounts and the process to flag the accounts when the owners/tenants move out. After discussion, President Chet Palesko entertained a motion. Motion was made by Lisa McKenzie and seconded by David I. Perl to authorize Attorney Bill Flickinger to send a demand letter to a prior owner that moved out of the District and left an outstanding water bill. The motion carried unanimously.

12. ELECTRONIC METERS

President Chet Palesko discussed the status of purchasing the LTE endpoints. Jeff Watson with Atlas sent a quote for the endpoints at a higher rate than previously offered. He has now revised that quote to the original offer. The engagement fee went up and an integration fee was added. There was discussion of the integration fee possibly being waived. Per the Badger sales representative, the lead time for the endpoints is about 6 months. President Palesko is concerned about meeting the one-year deadline with the LCRA on the cost sharing program.

President Palesko discussed the start-up company Utilimatics, LLC, which was introduced to the District by a resident. The company is a two-person startup that develops data platforms for small water systems that can map all critical system assets. Manager Kristi Hester offered to sit down with the gentlemen to discuss their offer. However, this may not be the right fit for the District at this time.

Manager Kristi Hester will provide the District's distribution system map to President Palesko per his request. Once the electronic meter system is fully in place and being monitored, the District will have improved visibility into its distribution system. After discussion, President Palesko entertained a motion. Motion was made by Lisa McKenzie and seconded by David I. Perl to authorize the purchase of the LTE endpoints. The motion carried unanimously.

13. BILLING ADJUSTMENTS

This item was not discussed.

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

This item was not discussed.

15. DATES FOR FUTURE BOARD MEETINGS

The next several Board meeting dates are as follows: December 17th, January 28th, February 25th and March 25th.

16. 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.

17. CONTRACT BY AND AMONG THE DISTRICT, SENNA HILLS HOMEOWNERS ASSOCIATION, INC.; SENNA HILLS, LTD. AND THE SENNA HILLS TRUST; IMPLEMENTATION OF MEDIATED SETTLEMENT AGREEMENT

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. 17. The Board went into closed session at 7:58 a.m.

At 8:54 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.

Motion was made by President Chet Palesko and seconded by Corey Newhouse to authorize Engineer Robert Ferguson to file the permit amendment application when directed to do so by the committee. The motion carried unanimously.

18. ADJOURN

President Chet Palesko adjourned the meeting.



Chet Palesko, President

ATTEST:



Lisa S. McKenzie, Secretary

[SEAL]