

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 February 25, 2022 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  
Joe Szoo – Assistant Secretary

thus constituting a quorum. Assistant Secretary Corey Newhouse was absent.

Also present at the meeting were Bill Flickinger, Hunter Hudson and Jeniffer Concienne of Willatt & Flickinger, PLLC, Anand Patel and Jason Baze of Murfee Engineering, 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 January 28, 2022 board meeting as revised prior to the meeting. The motion carried unanimously.

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

There was discussion of how the PUA calculates LUE fees. President Chet Palesko will contact the PUA manager to discuss.

6. LCRA COST-SHARING PROGRAM

This item was not discussed.

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

- a. TCEQ permit amendment
- b. Emergency Preparedness Plan

Anand Patel and Engineer Jason Baze discussed the engineer's report as included in the agenda package.

Mr. Patel discussed the status of mapping the irrigation fields. The District still does not have a fully functioning system and an exhibit showing what is working and what is not is being prepared.

The WWTP permit amendment application was filed with the TCEQ on February 11, 2022. There have been no comments received from TCEQ. Mr. Patel will keep attorney Bill Flickinger updated on this matter.

The pond liner project is still planned to be bid early spring and completed this summer. As previously discussed, issues with the project include effluent storage during the replacement of the liner and the proximity of the boulders that anchor the edge of the liner.

Mr. Patel discussed the District's Emergency Preparedness Plan as required by Senate Bill 3. The deadline to file the plan is March 1<sup>st</sup>. Attorney Bill Flickinger stated that the committee met and discussed the plan in detail. Mr. Flickinger noted that the District depends on the PUA for its water supply. After discussion, President Chet Palesko entertained a motion. Motion was made by Lisa McKenzie and seconded by David I. Perl to approve the Emergency Preparedness Plan and authorize its filing by March 1, 2022 as required. The motion carried unanimously.

There was a brief discussion on the SHL site plans and development activity. The site plan is still pending with the City of Austin.

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, fund transfers and bond payments with the Board. The District's budget is looking good, nothing of concern. The per diem for Corey Newhouse will be voided due to this absence. After discussion, President Chet Palesko entertained a motion. Motion was made by David I. Perl and seconded by Joe Szoo to approve the financials, payment of the invoices and per diems, ratify the three bond payments and authorize the three fund transfers as presented. The motion carried unanimously.

11. DISTRICT INSURANCE COVERAGE

Lisa McKenzie inquired about the District's current insurance coverage. This item will be reviewed next year prior to its renewal.

12. 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
- i. Splash pad
- j. Pool construction at 10621 Strawflower
- k. Utilimatics, LLC discussion on pressure & flow monitoring

Manager Kay Olsen discussed the Executive Summary with the Board.

Ms. Olsen reported on the wastewater treatment plant. The ammonia levels were out of compliance for January. Incoming ammonia was higher than normal, which contributed to the higher effluent ammonia readings. The operator will be monitoring the issue closely and will test three days a week with a handheld meter for process control. Engineer Jason Baze stated with all the low flow fixtures in homes, at times, it is hard to balance all the levels. There was 2.67 MG of wastewater treated for the month of January. The plant is running at 86% capacity. Ms. Olsen reported on the power outage on January 31<sup>st</sup>, due to the heavy rainstorm and discussed repairs made at the WWTP and lift stations.

President Chet Palesko stated that his grinder pump failed recently. It overflowed and Inframark responded to the call. The grinder pump was under warranty. HydroSource completed the work and reported that it was an outflow problem. The invoice totaled \$730. President Palesko

asked Ms. Olsen for the details of the invoice, which she will provide to him. Lisa McKenzie discussed a grinder pump issue with another resident. They were billed a service fee of \$225. Mrs. McKenzie inquired if the cost was a pass-thru cost to the District. There was also discussion of whether or not this should be included in the District's Rate Order. Ms. Olsen and President Palesko will review the current grinder pump letter for any revisions before it is sent out to the appropriate residents.

In connection with the Distribution System & Billings, the District had a water accountability of 100.7%. This reading is likely due to a meter running slow and not capturing all the water during low flow.

There was a request for trash clean-up in a drainage easement behind a residence on Indigo Broom Loop. Inframark handled that request.

Ms. Olsen discussed the minor repairs needed at the effluent detention pond. Previously a contractor submitted a quote for \$21,400 to repair the splits in the liner. Inframark can do the repairs, which will include re-installing the safety ropes around the pond, for \$5,000. Ms. Olsen will also add review of the liner's condition to the monthly pond inspections. After discussion, motion was made by Joe Szoo and seconded by Lisa McKenzie to authorize Inframark to make the detention pond liner repairs not to exceed \$5,000. The motion carried unanimously.

Ms. Olsen reported that the committee and Inframark met with Utilimatics to discuss the proposed pressure and flow monitoring plan. Inframark is working on details and costs to the District for this plan. President Palesko asked to be included in all discussions and detail.

The endpoints for the electronic meters should arrive in April. It was noted that the plastic lid covers still need to be purchased. President Palesko will check on that matter. The lids should be installed at the same time as the endpoints. Ms. Olsen will check on why the District is still being billed for 12 endpoints, rather than 10, and that the charge needs to be in line with the contract price, not the pilot program costs.

### 13. ELECTRONIC METERS

This item was discussed above in the Manager's Report.

### 14. BILLING ADJUSTMENTS

This item was not discussed.

### 15. 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.

16. DATES FOR FUTURE BOARD MEETINGS

The next several Board meeting dates are as follows: March 25<sup>th</sup>, April 29<sup>th</sup>, May 20<sup>th</sup>, June 24<sup>th</sup> and July 29<sup>th</sup>. President Chet Palesko advised that he will not be able to attend the April or May meetings as scheduled.

17. 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.

18. CONTRACT BY AND AMONG THE DISTRICT, SENNA HILLS HOMEOWNERS ASSOCIATION, INC.; SENNA HILLS, LTD. AND THE SENNA HILLS TRUST; IMPLEMENTATION OF MEDIATED SETTLEMENT AGREEMENT; APPLICATION TO AMEND PERMIT

Attorney Bill Flickinger reiterated that the TCEQ permit amendment application was filed. It is now running its course through the TCEQ. The Escrow Agreement and Deed are with the HOA attorney, and he has not heard back on the status. Mr. Flickinger will contact attorney Lance Lackey on the status.

19. ADJOURN

President Chet Palesko adjourned the meeting.

  
Chet Palesko, President

ATTEST:

  
Lisa S. McKenzie, Secretary

[SEAL]