

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 March 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  
Corey Newhouse – Assistant Secretary

thus constituting a quorum. All Directors were present.

Also present at the meeting were Bill Flickinger, Hunter Hudson and Jeniffer Concienne of Willatt & Flickinger, PLLC, Robert Ferguson and Anand Patel 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 February 25, 2022 board meeting as revised prior to the meeting. The motion carried unanimously.

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

This item will be discussed under the SHL item below.

6. LCRA COST-SHARING PROGRAM

This item will be discussed under the Electronic Meter item below.

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

a. TCEQ permit amendment

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

Mr. Ferguson discussed the status of mapping the irrigation fields. Lisa McKenzie asked how close they are to finishing up the project. Mr. Ferguson advised that there are still some leaks and control issues.

Anand Patel is responding to the administrative review comments from the TCEQ in regard to the WWTP permit amendment application. The deadline to respond is April 8<sup>th</sup>.

MEC is working on the bid package for replacement of the pond liner. Mr. Ferguson asked for a confirmation of the color for the liner. The committee advised that would be best for the liner to be tan. The issue of managing the effluent while the pond is off-line still remains. The plan is to send the effluent to the irrigation fields, minimizing the need for temporary storage containers on-site. This will most likely be a 60 to 90-day process. After discussion, President Chet Palesko entertained a motion. Motion was made by Joe Szoo and seconded by Lisa McKenzie to authorize MEC to proceed with the bid process so that the pond liner replacement project can be awarded at the May board meeting.

The District's Emergency Preparedness Plan was submitted to the TCEQ. The TCEQ is in the review stage and will reach out to the District with any comments or requirements.

Mr. Ferguson discussed the SHL development activity. SHL's engineer submitted an updated set of plans to the City of Austin with different drainage and water quality designs.

There was discussion of the LUE calculations for the SHL office site. After discussion, motion was made by President Chet Palesko and seconded by David I. Perl to calculate the LUEs per the PUA tariff based on square feet of the office buildings, unless the PUA provides a different calculation, and authorize Engineer Robert Ferguson to send the letter to SHL with that information. The motion carried unanimously.

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. Mr. Douthitt reported that there are savings across the Board in connection with the District's budget. After discussion, President Chet Palesko entertained a motion. Motion was made by Lisa McKenzie and seconded by Corey Newhouse to approve the financials, payment of the invoices and 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. Pool construction at 10621 Strawflower
- i. 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. There was 2.46 MG of wastewater treated for the month of February. The plant is running at 88% capacity. President Chet Palesko noted that it might be possible to rerate the plant's capacity if need be.

Ms. Olsen reported on repairs at the wastewater treatment plant.

In connection with the Distribution System & Billings, the District had a water loss of 3.5%.

There was discussion of the electronic meters within the District. The pilot program was transitioned to a permanent Agreement with Badger.

Ms. Olsen also stated that the District's PRV letter was updated and will be inserted into the water bills.

Inframark responded to an emergency grinder station repair due to a disconnected piggyback float and subsequent burned up pump. President Palesko discussed his recent grinder pump failure. The repair work is outsourced to HydroSource and Inframark charged a 15% markup on those services. Ms. Olsen will check on that markup, as she does not believe that is correct. President Palesko and Ms. Olsen will review the grinder station process.

Ms. Olsen reported that the minor patch repair to the effluent detention pond liner should be completed soon.

Lonestar Paving submitted an invoice for the patch work done on Datura Court in connection with completing repairs following the recent substantial water leak. Ms. Olsen apologized as the appropriate protocol was not followed per the Standard Operating Procedures for Board approval of the amount. The invoice was \$4,313. After discussion, President Palesko entertained a motion. Motion was made by Corey Newhouse and seconded by Lisa McKenzie to approve the Lonestar Paving invoice as submitted. The motion carried unanimously.

Following up on recent discussions on how to prevent future unauthorized access to the District's pond area, Inframark will place large rocks along the roadway to the WWTP, outside the gate. Access will now only be through the gate, not along the trail to the Bee Cave Road side of the gate.

There was discussion of the HOA irrigation contractor's inspections of the effluent irrigation system. For months now, the required reports have not been received by the District. This is a violation of the Effluent Disposal Contract between the District and HOA. After discussion, attorney Bill Flickinger will send a letter to the HOA indicating they are in violation of the contract.

President Palesko discussed the status of contracting with Utilimatics on a pressure and flow monitoring system, which will help with identifying water leaks in the District's system. Once the contract with them is signed, President Palesko will provide them with the maps of the system for detailed information. The committee of President Palesko and Corey Newhouse will review the contract prior to attorney Bill Flickinger's review.

## 12. ELECTRONIC METERS

All of the endpoints should be received in April per Jeff Watson at Badger. The new lids for the meter boxes have not yet been ordered. Manager Kay Olson will provide the meter lid count once the survey count is completed.

## 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 discussed under the Engineer's report.

15. DATES FOR FUTURE BOARD MEETINGS

The next several Board meeting dates are as follows: May 20<sup>th</sup>, June 24<sup>th</sup> and July 29<sup>th</sup>. President Chet Palesko reiterated that he will not be able to attend the April meeting. Engineer Robert Ferguson advised that he will also not be in attendance in April.

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.

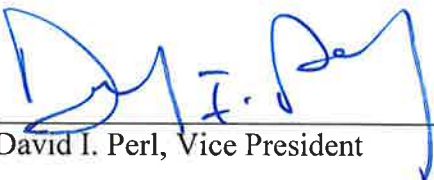
17. CONTRACT BY AND AMONG THE DISTRICT, SENNA HILLS HOMEOWNERS ASSOCIATION, INC.; SENNA HILLS, LTD. AND THE SENNA HILLS TRUST; IMPLEMENTATION OF MEDIATED SETTLEMENT AGREEMENT; APPLICATION TO AMEND PERMIT

David I. Perl mentioned Near Space Labs that provides construction pictures for projects. Engineer Robert Ferguson stated that MEC uses drones for that purpose.

Lisa McKenzie inquired about the process of rerating the wastewater plant. Mr. Ferguson will review the process with the TCEQ.

18. ADJOURN

President Chet Palesko adjourned the meeting.

  
David I. Perl, Vice President

ATTEST:

  
Lisa S. McKenzie, Secretary

[SEAL]