

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 April 28, 2023 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 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 Greg Szuman and Jeniffer Concienne of Willatt & Flickinger, PLLC, Anand Patel and Jason Baze of Murfee Engineering and Allen Douthitt of Bott & Douthitt, PLLC.

Attending via Zoom were Bill Flickinger of Willatt & Flickinger, PLLC and Makenzi Scales of Inframark.

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 March 31, 2023 board meeting as presented. The motion carried unanimously.

5. OWNER INTEREST IN BUYING A PORTION OF DISTRICT PROPERTY

Lisa McKenzie noted that there are District facilities on all four sides of the resident's lot. President Chet Palesko stated that due to that circumstance, the pool seems to be a no go. David I. Perl discussed the drainage easement in that area. Manager Makenzi Scales stated that Inframark marked all the lines and indicated the outfall. Attorney Bill Flickinger stated that all information has been conveyed to the resident. This item can be removed from the agenda.

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

This item was not discussed.

7. LCRA COST-SHARING PROGRAM

President Chet Palesko reported that Stacy Pandy from the LCRA requested an update in connection with the cost-sharing program. President Palesko provided some information to Ms. Pandy. There was discussion of the Eye On Water program being very helpful. There have not been a lot of leaks within the District. 47% of the residents in the District have registered for Eye On Water. Inframark will do another push to inform the residents to register for the program.

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

- a. TCEQ Permit amendment; removal of Senna Hills, Ltd. as co-permittee
- b. Site Plan for SHL Offices; Status of construction
- c. Relocation of wastewater and effluent lines under SHL shed; Proposal of Survey
- d. Effluent Pond Liner Replacement; Award of Contract

Anand Patel discussed the engineer's report as included in the agenda package.

As stated previously, the TCEQ processed the co-permittee removal application. The final order has been received by the District.

Mr. Patel reported that there have been no new updates in connection with the Senna Center office site.

There was discussion of the force main relocation project. Capital Surveying presented a quote for the design and tree survey. Murfee is continuing to work on this project. Mr. Patel noted that per Lisa McKenzie's request, they asked the surveyor if he could do a permanent marking on the easement corners. They advised that they can provide a marker that is more permanent than a wooden stake. Engineer Jason Baze stated that they can drive in a t-post next to the stakes to mark corners so that the easement area will be easily identifiable. David I. Perl asked if that was a reasonable estimate for the survey. Mr. Baze believes so. This cost will be included in the project costs paid by SHL. After discussion, motion was made by Lisa McKenzie and seconded by Corey Newhouse to approve the proposal from Capital Surveying for \$2,100 as presented. The motion carried unanimously.

Mr. Baze then discussed the bids received on the pond liner replacement project. As the Board will recall, last year only one bid was received and it was \$1.6 million. This year the project received 4 bids and the lowest bidder came in at \$1.1 million. There was discussion about the contractor and its use of a subcontractor for installation of the liner. Mr. Baze will share the construction schedule with the community when it's available. Lisa McKenzie asked if the District could include fountains in the pond since there is money left in the budget. Neighbors have inquired about the fountains and miss them. Corey Newhouse mentioned some plant screening too. Mr. Baze discussed effluent management during the liner replacement. The contractor may include additional tank capacity and if so, a change order will be submitted. President Palesko asked Mr. Baze to come back to the next board meeting with more information on that matter. President Palesko stated that the committee will talk to the residents near the pond. David I. Perl asked about the schedule. Mr. Baze indicated that the contract award will be considered today. Within 30 days, the contract will be signed and the notice to proceed will be issued and after that, it will be approximately 45-60 days before actual field work will begin on site. Manager Makenzi Scales advised that she would compile a list of residents near the pond and organize door hangers. The HOA will need to be notified before going to the residents. There was discussion of the average daily flow to the plant and the District will need to be sure irrigation is going all day. The zones will need to be rotated manually. Murfee will be coordinating this with Inframark. President Palesko noted that the HOA will need to be notified to irrigate continuously as well. Lisa McKenzie would like to propose to pay to have the lawn along Senna Hills Drive aerated and reseeded ahead of the project, so that decent grass is established before the HOA is asked to irrigate continuously. The estimate may be around \$15,000. President Palesko wants to be cautious on costs for this project. However, if the lawn is part of the permit irrigation area, then TCEQ would come to the District if there was an issue. President Palesko said to take steps to see what this reseeded will cost. Lisa McKenzie will get with Cheryl at the HOA. There was discussion of a new effluent irrigation line on the west side entrance to get more water volume to certain areas. After considerable discussion, motion was made by David I. Perl and seconded by Corey Newhouse to award the contract for the pond liner replacement to the low bidder, Synagro of Texas-CDR, Inc. for \$1,149,339.30. The motion carried unanimously.

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 HOA AMENITY CENTER DRAINAGE FACILITIES

This item was not discussed.

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

Bookkeeper Allen Douthitt discussed the financials through March with the Board. The District took a hit on maintenance costs this period, however the budget still looks good year-to-date. After discussion, motion was made by Corey Newhouse and seconded by Joe Szoo to approve payment of the invoices and per diems and authorize the fund transfers as presented. The motion carried unanimously.

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. Pool/cabana/sports court construction on Straw Flower
- i. Storm Clean-up Efforts

Manager Makenzi Scales reported on the executive summary.

Mrs. Scales reported that there were 2.263 million gallons of wastewater treated in March, with an average daily flow of 75,433 gallons. The plant is running at 75% capacity.

The Senna Hills lift station fence repair has been completed. Zane Furr completed the storm clean-up efforts. Inframark and President Palesko were on site with Utilimatics when they installed 5 sensors on the fire hydrants. One of the hydrants sprung a leak. The hydrant was old and the leak has been fixed.

The water accountability was 93.8% for March.

There were seven delinquent letters mailed, two door tags hung and zero disconnects.

The strap on meters at the vaults are 99% complete. An email will be provided once the project is 100% completed.

A landscape issue was reported during the installation of the solar panels at the vault. Inframark's electrician called in line locates for all lines in the easement and when AT&T marked those lines, they marked over the HOA's beautiful landscape and an agave plant with orange paint. The HOA was able to clean it but was very disappointed. AT&T did not notify the District that they were coming out and this should never have happened.

Lisa McKenzie inquired about the annual Inframark walk-thru with the HOA landscapers to inspect the irrigation system. Ms. Scales stated that she believes Inframark conducted the inspection but did not turn the water on to check the system. She will schedule a time to do the

inspections with the new HOA landscaper. Mrs. McKenzie stated that down near the center island at the east entrance, the water runs there and has created a pothole in Senna Hills Drive. The Board discussed chip sealing versus repaving. Chip sealing is not ideal. After discussion, President Palesko stated that we need to stop the water runoff and then call the County to fix the pothole. Ms. Scales will work on that.

President Palesko asked Ms. Scales if she has monitored the five pressure points that Utilimatics installed. As of this time, she had not.

13. RATE ORDER

This item was not discussed.

14. ELECTRONIC METERS

This item was not discussed.

15. BILLING ADJUSTMENTS

Lisa McKenzie discussed doing another push for signing up to Eye On Water. She will include a notice on Nextdoor and Townsquare.

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

This item was discussed above in the engineering report.

17. DATES FOR FUTURE BOARD MEETINGS

The next Board meeting dates are as follows: May 26th, June 30th, July 28th and August 25th.

18. REPORT FROM SENNA HILLS, LTD. REPRESENTATIVE ON PROGRESS OF APPROVALS FOR AND DEVELOPMENT OF THE 11.73-ACRE TRACT OWNED BY SENNA HILLS, LTD.

No representatives were present.

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

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. 4. The Board went into closed session at 8:16 a.m.

At 8:37 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.

20. ADJOURN

President Chet Palesko adjourned the meeting.


Chet A. Palesko, President

ATTEST:


Lisa S. McKenzie, Secretary

[SEAL]