

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 December 19, 2025 at Willatt & Flickinger, PLLC, 12912 Hill Country Boulevard, Suite 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  
Ron Preston – Assistant Secretary

thus constituting a quorum. Corey Newhouse was absent.

Also present at the meeting were Greg Szuman and Jeniffer Concienne of Willatt & Flickinger, PLLC, Darald Berger and Katie May of Inframark and Stephen Jones of Consor.

Participating in the meeting via Zoom were Bill Flickinger of Willatt & Flickinger, PLLC, Andrew Boyle of Utilimatics and Allen Douthitt of Bott & Douthitt, PLLC.

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 November 21, 2025 meeting as presented. The motion carried unanimously.

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

President Chet Palesko reiterated that the WTCPUA implemented a rate increase to the District's base fee and volumetric fee. The Rate Order was amended last month, but he would like to revisit the Rate Order with additional changes. The committee has revised the Rate Order, and this topic will be discussed under a separate item below.

6. LCRA COST-SHARING PROGRAM

President Chet Palesko stated there is nothing to report.

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

- a. Site Plan for SHL Offices; Status of construction
- b. Effluent Irrigation System Improvements
- c. Re-seeding and maintenance of effluent irrigation areas to comply with current permit
- d. Water, Wastewater & Drainage O&M
- e. Fountain(s) for effluent pond

Engineer Stephen Jones advised that he will be more involved with the District going forward. Mr. Jones stated that he has more availability than Engineer Jason Baze and looks forward to working with the District. President Chet Palesko wanted to confirm that Mr. Jones will also be the engineer in attendance at the board meetings and Mr. Jones confirmed that was correct. The Board welcomed Mr. Jones.

Engineer Stephen Jones discussed the engineer's report as included in the agenda package.

Engineer Stephen Jones provided an update on the Senna Center Office site. A multi-family developer contacted Consor to discuss the Senna Center Office site and the possibility of flipping the site from office to multi-family. If this is an option, it will most likely change the permit requirements and expansion needs for the wastewater treatment plant. Attorney Bill Flickinger advised that this is just a discussion from the potential developer and the District has a provision in its Rate Order for a non-refundable Site Plan Review Fee of \$5,000 to cover engineering fees. Mr. Flickinger recommends that before any further discussion is had with the developer, that the District collect that deposit. Lisa McKenzie noted that there is a deed restriction on the office site that restricts the site to an office site only, which means the restriction will need to be amended as well as the Contract between the District and SHL. Attorney Bill Flickinger stated that he has not looked at those details and since this is just discussion, he recommends not spending any time or money on this right now. President Chet Palesko directed Mr. Jones to not have any more discussion with the developer unless the \$5,000 deposit is collected.

In regard to the effluent irrigation improvement project (median irrigation expansion), Consor received a 90% complete irrigation plan from EcoLand Design Group. Consor plans to work with EcoLand Design Group to finalize the plans. Consor will develop bidding documents once the License Agreement has been obtained by the HOA. Ron Preston inquired about the status

of the new HOA Board. Lisa McKenzie reported that she sent today's board meeting agenda with the Zoom link to the HOA directors so that they could join to discuss the need for the License Agreement. There have been a lot of questions with a lot of long emails being circulated about the License Agreement. Four of the HOA directors have agreed to the License Agreement with one director not providing an answer. Most of the HOA directors understand the concept and that most of the cost will be paid by SHL. The HOA directors realize it will take the load off of the existing irrigation system on the east side of the neighborhood. Lisa McKenzie believes that the HOA will use Terry Irion's law firm to draft the License Agreement with Travis County.

Conсор is coordinating with Inframark on the effluent pump control valve maintenance and potential VFD modifications. Engineer Stephen Jones stated that Engineer Jason Baze met with District Manager Darald Berger on this topic. David I. Perl recalled that Engineer Jason Baze had some concerns between the Cla-Vals and VFDs. Mr. Berger reported that Mr. Baze wanted some documentation for the cooling system with the VFDs, and he is gathering that information as requested. Mr. Baze also wanted to know if the current pumps were compatible with the VFDs and Mr. Berger stated that Alterman confirmed compatibility. Mr. Berger stated that he will come back with a proposal for Board review. Mr. Berger advised that they are also looking to see if the current Cla-Val is repairable. They do not believe it is but wanted to get a second opinion. Mr. Berger will try to obtain that second opinion by the January board meeting. President Chet Palesko wants the District's engineer and manager to tell the Board if this is a good idea or not and believes that they are not at that conclusion yet. Engineer Stephen Jones understands and stated whatever the recommendation is, it will be a joint recommendation by both Conсор and Inframark.

Engineer Stephen Jones reported on the status of fountains at the effluent pond. Mr. Jones has a draft memorandum on the project and has an updated proposal for a single fountain in the approximate amount of \$17,000 to \$18,000. Mr. Jones will share the final memorandum and proposal at the January board meeting. Aquatic Features has suggested setting a subpanel where the old junction box is located. Conсор is still evaluating that suggestion and is reaching out to an electrician on these details. Lisa McKenzie asked why one fountain is being proposed instead of two as discussed previously. Mr. Jones stated they did one fountain due to the District's current system. If the District agrees to the subpanel being set, then two fountains can be installed. There are different electrical components for one fountain versus two fountains. After discussion, it sounds like the District wants two fountains but wondered if it was necessary. There was additional discussion on costs for one fountain versus two. Bookkeeper Allen Douthitt noted the budget for the fountain(s) is \$50,000. Mr. Jones stated that Aquatic Features did not object to two fountains in the pond when they conducted the site visit. Ron Preston asked if one fountain is enough and is two too many. Mr. Jones will provide additional information on this topic at the January board meeting.

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 HOA AMENITY CENTER DRAINAGE FACILITIES

Engineer Stephen Jones reported that Consor continues to coordinate with Inframark on this project but has no updates.

10. BOOKKEEPER'S REPORT, INCLUDING AUTHORIZATION OF PAYMENT OF BILLS; BUILDER DEPOSITS AND QUARTERLY INVESTMENT REPORTS

Bookkeeper Allen Douthitt reported on the October financials, being the first month of the new fiscal year. At the January board meeting, he will have reporting for November and December due to the last two board meetings being held earlier than usual. The District's tax levy was received. The values that were used when setting this year's tax rate held up and hit the mark on tax revenue. Mr. Douthitt discussed the updated cash activity report. He will void Corey Newhouse's per diem due to today's absence. After discussion, motion was made by David I. Perl and seconded by Ron Preston to approve payment of the vendor invoices and per diems and authorize the fund transfer 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

District Manager Darald Berger discussed the Manager's Report as included in the agenda package.

All facilities are in compliance for the month of November. There were 2.207 million gallons of wastewater treated, showing an average daily flow of 73,567 gallons, putting the wastewater treatment plant capacity at 74%.

District Manager Darald Berger reported on the status of the chemical storage container removal at the WWTP. As reported previously, all but one of the drums have been removed. The vendor reported that the last drum was in bad shape and could not be transported. Mr. Berger stated that once another drum has been emptied, the contents will be transferred from this remaining drum to the empty drum, which will then be processed for removal.

District Manager Darald Berger reported that the water accountability was 97.7%. There were spikes in the system due to flushing. District Manager Darald Berger reported that Inframark received some odor complaints. The WTCPUA conducted a Free Chlorine conversion that lasted several weeks from the middle of November through the middle of December. David I. Perl noticed the water had a slight yellowish tint. Lisa McKenzie also noticed a chemical smell. Manager Katie May will check on the water quality.

The delinquencies for the month included 13 mailed notices, seven door tags hung, and two disconnects. District Manager Darald Berger reported that the higher delinquencies were most likely due to the billing system changeover. David I. Perl inquired about the meter tampering issue as noted in the manager's report and Mr. Berger stated that notation was in error.

District Manager Darald Berger discussed the use of a digital record keeping software with Vepo Envirotrax. The software is an online backflow and CSI management system. This is an alternative form of receiving and storing the backflow tests, maintenance reports and customer service inspection certificates and will be at no cost to the District. A third-party contractor will provide the testing and charge \$12, but as stated above, the District is not responsible for that charge.

District Manager Darald Berger reported on the operational items previously approved and the status of each. The Lift Station #5 pump has been received and wiring the pump is pending. The fire hydrant with isolation valve survey was completed as previously reported and will be presented at the January board meeting.

District Manager Darald Berger reported on the following items for Board consideration:

1. Proposal from Alterman in the amount of \$37,700.00 for replacement of the effluent Cla-Vals with check valves and VFDs, along with control panel updates as needed. President Chet Palesko stated that he is waiting on a joint recommendation from Inframark and Consor that this is a good idea for the District. The Board did not consider the proposal at this time.
2. Proposal from Generator Field Services, LLC in the amount of \$18,756.82 to convert the Lift Station #6 controller. The controller is starting to fail and is not exercising the generator as needed. Inframark is recommending a new controller with new wiring that will work with the generator. Labor is estimated to be five days at \$1,870 per day.
3. Proposals from Edustrial Solutions in the amount of \$4,614.49 for 16" pipe cleaning of Outfall #22 and haul off of the debris.
4. Proposal from Double Oak Erosion in the amount of \$12,200.00 for the 16" pipe jetting of Outfall #22 and haul off of the debris. The Board did not consider the proposal.

After discussion, motion was made by President Chet Palesko and seconded by Lisa McKenzie to approve the proposals from Generator Field Services, LLC (Item 2 above) and Edustrial Solutions (Item 3 above) as presented. The motion carried unanimously.

12. ORDER ESTABLISHING WATER AND WASTEWATER SERVICE RATES, CHARGES AND TAP FEES, AND ADOPTING GENERAL POLICIES AND RULES WITH RESPECT TO THE DISTRICT'S WATER, WASTEWATER AND DRAINAGE SYSTEMS

President Chet Palesko reported that after last month's approval of the revised Rate Order, he realized that additional changes needed to be made due to the number of service units per meter size. This change will decrease the base fee from \$28.14 to \$27.43 per service unit. The increase to the volumetric rate will remain the same as recommended last month. District Manager Darald Berger advised that last month's rate increase has not yet been processed in the billing system. President Palesko wants the WTCPUA increase to be an exact pass through to the residents. Additional language was added on customer responsibility in connection with maintenance of the customer's sewer line. The increase should be seen on the January billing. David I. Perl noted that the average increase on the monthly water bill will be about \$5.00. After discussion, President Palesko entertained a motion. Motion was made by Ron Preston and seconded by David I. Perl to adopt the revised Rate Order as discussed above. The motion carried unanimously.

13. 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 under the Engineer's Report above.

14. DATES FOR FUTURE BOARD MEETINGS

After discussion, the District's board meeting schedule will be as follows: January 30<sup>th</sup>, February 27<sup>th</sup>, March 27, 2026 and May 1<sup>st</sup>. The District will not have an April board meeting.

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

This item was not discussed.

16. AGREEMENT CONCERNING PAYMENT OF SHL COSTS EFFECTIVE OCTOBER 31, 2022 BY AND BETWEEN SENNA HILLS MUD AND SHL; ANNUAL ACCOUNTING OF OVERSEEDING AND ADDITIONAL MOWING

This item was not discussed.

17. FIRST AMENDED AND RESTATED CONTRACT EFFECTIVE MAY 23, 2018 BY AND AMONG SENNA HILLS MUD, SENNA HILLS HOMEOWNERS ASSOCIATION, INC., SHL AND THE SENNA HILLS TRUST, AS AMENDED BY THE FIRST AMENDMENT TO AMENDED AND RESTATED CONTRACT EFFECTIVE APRIL 30, 2020 AND AS FURTHER AMENDED BY THE MEDIATED SETTLEMENT AGREEMENT DATED AUGUST 24, 2021

This item was not discussed.

18. ENFORCEMENT PROCEDURES IN CONNECTION WITH DROUGHT CONTINGENCY PLAN

President Chet Palesko did not have anything to report on in regard to the District's Drought Contingency Plan or enforcement procedures.

\*\*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. 11.

The Board went into closed session at 7:59 a.m.

At 8:17 a.m., President Chet 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.

19. ADJOURN

President Chet Palesko adjourned the meeting at 8:18 a.m.

  
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Chet A. Palesko, President

ATTEST:

  
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Lisa S. McKenzie, Secretary

[SEAL]