

Seis Lagos Utility District
REGULAR MEETING OF BOARD OF DIRECTORS
Tuesday April 21, 2025 | 7:00 PM
Meeting held at 222 Seis Lagos Trail, Lucas, TX 75098
In the Seis Lagos Community Services Association Clubhouse

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1. Call to Order:

Meeting called to order by President Nick Calautti at 7:00 PM. Quorum established with Directors Calautti, Hangartner, and Henderson present. Director Naji arrived later (7:12 PM). Meeting properly posted in accordance with legal requirements.

2. Citizen Input:

President Calautti reminded the public that, per Texas Open Meetings Act requirements, citizen comments are limited to three minutes, and the board is prohibited from engaging in deliberation or Q&A during this portion unless the item is posted on the agenda.

Bruce Wolfe - Spoke briefly regarding general board attentiveness to community needs. Expressed appreciation for the District's service but mentioned a concern (not fully audible in recording) related to consistent attention or responsiveness.

Martin and Gloria Ripple - Initially declined to speak when called upon but were reminded this would be the only opportunity for public comment during the meeting. Gloria Ripple spoke briefly, stating, "Thank you very much for taking some service. It's nice to have some words." No specific concern or request was raised during their time.

Susan Samino - Signed up to speak but did not make a statement during the meeting.

President Calautti reiterated the new enforcement of meeting protocol for citizen input to ensure compliance with the Open Meetings Act and to prevent informal back-and-forth discussions that have occurred in the past.

3. Consent Agenda:

Approval of March 2025 Financial Reports

No questions or concerns were raised by board members regarding financial reporting.

Motion: President Calautti made a motion to approve both the March 2025 financial reports, and the March 2025 meeting minutes as presented. Director Jeff Henderson seconded the motion. Motion carried unanimously by all present board members (Calautti, Hangartner, Henderson). Director Omar Naji had not yet arrived at the time of this vote.

4. Staff Reports:

Superintendent Chris Windsor provided the following updates:

A. Irrigation Systems

All sprinkler systems on traffic islands are now operational.
Replaced all faulty controllers and installed new backup batteries.
Residents were encouraged to report any specific areas still showing issues for follow-up.

B. Water Distribution System

Valve Project at the Distribution Center:
Nearing completion: all valves installed.

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One final 45-degree pipe fitting remains to be installed — expected to be completed by April 22. Once complete, all three storage tanks will be fully operational.

Future Valve Replacements:

Additional replacements are planned throughout the District but are a lower priority and scheduled for future phases.

C. Equipment & System Failures

Pump Floor Soft-Starter: Failed unit at the distribution center was successfully replaced.

Flow Meter Failure: Meter was damaged during the winter freeze. Staff are coordinating with the vendor for installation of a replacement unit — awaiting scheduling confirmation.

D. Leak Detection and Repairs

Performed 8-meter leak tests following severe cold weather events.

Repaired five individual water meter leaks identified during testing.

E. Lift Station Operations

Hicks and Samantha Lift Stations:

Recently installed new pumps are functioning correctly.

Ongoing routine cleaning and maintenance being conducted.

Grease Levels:

Samantha station continues to have high grease accumulation.

The staff is managing grease-eating bacteria and detergent treatments.

F. Emergency Sewer Event

Sewer backup on Carriage Trail: Significant clog resulted in an overnight emergency response by district staff.

Lack of specialized jetting equipment and mutual aid agreements with nearby municipalities delayed resolution.

Staff contacted Lucas, Wylie, and NTMWD for assistance but could not formally engage them due to lack of agreements. Ultimately resolved through manual intervention; clog cleared after extended effort.

Action Item: Add interlocal/mutual aid agreements to May agenda for board discussion and approval.

G. Wastewater Treatment Plant Expansion

Per update from the previous board meeting: Bid Package #1 (influent line) is pending with no specific release date. Groundbreaking still anticipated for late April, though no final date confirmed.

H. Stormwater & MS4 Compliance

Continued work with McManus & Johnson Engineers on development and implementation of the District's MS4 Stormwater Compliance Plan.

Staff completed integrity checks on sewer system segments and cleared several blocked storm drains during recent storms.

I. Drainage Issue – Santiago Trail

Stormwater vault near Santiago Trail is filled with water due to improper drainage maintenance on private property. An orange conduit belonging to Verizon appears to be unintentionally channeling stormwater under the

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road and into another property, creating flooding. Vault is a District-owned structure, but the drainage issue appears to stem from Verizon's fiber optic conduit acting as a conduit for stormwater.

Discussion included:

Need to determine liability and corrective measures. Acknowledgment that conduit predates current staff and may require legal or engineering review.

J. Streetlights

No known outages reported.

Light at Chapel Court and Connor confirmed to be operational.

Staff will conduct a drive-through after sunset to verify lighting conditions.

K. Bond Election Notices

Notices were properly posted in accordance with the Texas Election Code: Published in the *Wylie News*, *the Allen American*, HOA office, online, and the District Office. Physical copies of full notice are available to the public at both the HOA and District offices.

L. Maintenance Collaboration Inquiry

HOA representative contacted the superintendent about possibly coordinating landscaping or facility maintenance efforts with the District's current vendor (Tip Top). The district and HOA must maintain separate contracts, but coordination could yield operational benefits.

5. Regular Agenda:

A. Acceptance of Resignation and Declaration of Vacancy

The Board will discuss, consider, and act on the resignation of Director Scott Hengemuhle from the Seis Lagos Utility District Board of Directors, effective April 21, 2025, and declare a vacancy in accordance with Section 5.04 of the District Bylaws and Texas Water Code § 49.105.

Discussion:

President Calautti introduced the item and explained that Director Scott Hengemuhle had submitted his resignation effective immediately. The board acknowledged Director Hengemuhle's service to the District and expressed appreciation for his contributions.

There was a brief clarification for board members about the purpose of the motion—specifically, that it was to formally accept the resignation and declare the resulting vacancy, consistent with the District's bylaws and applicable Texas statutes.

Motion:

President Calautti made a motion to accept Director Hengemuhle's resignation, effective April 21, 2025, and to declare a vacancy on the Board of Directors in accordance with the governing documents. Director Jeff Henderson seconded the motion. Motion passed unanimously.

The vacancy will be filled in accordance with Section 5.04 of the District Bylaws and Texas Water Code § 49.105, which authorizes the remaining board members to appoint a replacement to serve until the next regular election.

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B. Executive Session – Director Appointment

The Board will convene into Executive Session pursuant to Texas Government Code § 551.074 to deliberate the appointment of a new board member to fill the vacancy created by the resignation of Director Scott Hengemuhle. Interviews with potential candidates may be conducted during the session.

Discussion and Action:

President Calautti explained that the board would enter Executive Session to interview and deliberate on potential candidates to fill the vacant board position, in accordance with Section 5.04 of the District Bylaws and Texas Water Code § 49.105. Because the meeting was held in a shared-use facility without a separate breakout room, members of the public were respectfully asked to exit the room to preserve confidentiality, as required by law.

- President Calautti clarified that all deliberations related to personnel and board appointments must take place in Executive Session under Texas Government Code § 551.074, which permits closed meetings for discussion of personnel matters.
- It was noted that candidate interviews would also occur in the Executive Session, and individuals being interviewed would be called in one at a time.
- The board intended to reconvene in the open session following deliberation to consider any action, if appropriate.

Motion to Enter Executive Session: President Calautti made a motion to convene into Executive Session. Director Jeff Henderson seconded the motion. Motion passed unanimously. The Executive Session began at approximately 7:16 p.m.

C. Return to Open Session and Appointment of New Director

Open Session Reconvened:

The Board reconvened in open session at approximately 7:48 p.m. following an executive session held under Texas Government Code § 551.074. President Calautti confirmed that no action was taken during the closed session.

Discussion:

President Calautti read the posted agenda item into the record and explained that the Board was now prepared to act on filling the vacancy created by the resignation of Director Scott Hengemuhle. The vacancy was discussed pursuant to Texas Water Code § 49.105 and Section 5.04 of the District Bylaws.

The Board interviewed two qualified residents during the Executive session:

Mr. Greg Smith
Ms. Choi Shepard

Both individuals are registered voters residing within the District and were considered eligible to serve in accordance with statutory requirements.

Board Vote:

President Calautti requested an informal show of hands for each candidate:

Votes for Choi Shepard: Unanimous

Votes for Greg Smith: None

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Outcome:

Ms. Choi Shepard was selected by unanimous consent of the present Board to fill the unexpired term of Director Hengemuhle. President Calautti thanked both candidates for their time and expressed interest in engaging Mr. Smith in future technical matters, particularly regarding roads and infrastructure.

D. Appointment of New Director and Adoption of Resolution No. 04212025

Following the unanimous vote to appoint Choi Shepard to the Board of Directors, President Calautti read Resolution No. 04212025 into the record to formalize the resignation and appointment process.

The resolution contains the following key points:

Acknowledgment of Resignation:

The Board formally accepted the resignation of Director Scott Hengemuhle, effective April 21, 2025, creating a vacancy on the Seis Lagos Utility District Board of Directors.

Authority to Appoint:

Citing Section 5.04 of the District Bylaws and Texas Water Code § 49.105, the resolution affirms that the Board has the legal authority to appoint a qualified individual to fill the unexpired term of a vacated seat.

Appointment of New Director:

After interviews conducted in executive session, the Board unanimously appointed Choi Shepard, a qualified resident and registered voter of the District, to serve the remainder of the unexpired term ending May 2026, or until a successor is duly elected and qualified.

Conditions Precedent to Service:

The resolution specifies that Ms. Shepard is not authorized to act as a Director or vote on Board matters until the following documents are completed and filed with the District:

Statement of Officer, as required by Article XVI, Section 1 of the Texas Constitution.

Oath of Office, per Texas Government Code § 602.051.

Director Bond in the amount of \$10,000, in accordance with the Texas Water Code § 49.055.

Effective Date:

The resolution was adopted effective April 21, 2025, and will be entered into the official record of the District.

Motion: President Calautti moved to adopt Resolution No. 04212025 as presented. Director Jeff Henderson seconded the motion. Motion carried unanimously.

President Calautti signed the resolution on behalf of the Board. Staff were directed to coordinate with Ms. Shepard to complete the necessary onboarding documents.

E. Discussion and Possible Action on Roads, Lighting, Signage, and Related Matters

1. Road Repair and Asphalt Bid Process (Seis Lagos Trail)

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The Board reviewed progress on the planned asphalt repair project for Seis Lagos Trail, primarily on the egress side but also addressing degraded sections of the ingress lane. Superintendent Windsor confirmed that project estimates exceeded the \$50,000 threshold, triggering formal competitive bidding requirements. McManus & Johnson Engineers were engaged to develop a bid package and manage the process. Bid Process Overview (as explained by engineering team): Two public bid notices will be published, spaced one week apart, per statutory requirements. The bid will be posted on the District website and through industry platforms including CIVCAST and potentially Dodge Reports. A pre-bid meeting will be held to answer contractor questions and issue any necessary addenda. The engineering team will vet contractors, conduct reference checks, and provide a recommendation to the Board. Timeline: Estimated 3–4 week bid window, with award recommendation targeted for the June 2025 board meeting. Construction likely to begin mid to late summer, with completion expected by September 2025. Probable Construction Cost: Original estimate: \$87,000. Bonding Requirements: Bid bond, Performance and payment bonds, Maintenance bond. Board Direction: Proceed with bid publication targeting June board action. Staff to coordinate legal posting deadlines and bid release.

2. Walkway in Median – Conceptual Design Review

President Calautti presented a proposal for a four-foot-wide pedestrian walkway through the landscaped median near Seis Lagos Trail. Two construction options were suggested for review:

Option 1:

4' wide concrete walkway built to driveway-grade standards, raised on top of existing grade to avoid tree root conflict. Include root barriers and curbing for tree protection and walkway longevity.

Option 2:

4' wide decomposed granite walkway, similar to trails used in parks. Engineering team to coordinate with Advanced Tree Services to assess appropriate construction depth and mitigation for root intrusion.

Discussion Highlights:

Concerns raised about tree health, sidewalk buckling, and long-term maintenance. Two large trees identified for removal; others noted as unmaintained and likely to require trimming or treatment. President Calautti emphasized the importance of both aesthetics and structural integrity, seeking cost-effective, durable solutions.

Board Direction: Engineering team assess both walkway options and provide recommendations. Include tree impact assessments and coordination with tree service providers.

3. Lighting and Signage

Staff confirmed all District-maintained lights are currently operational, including known trouble spots near Chapel Court and Connor. The board reiterated that ongoing field checks and community reports remain critical to identify outages.

4. Basin and Drainage Work – Contractor Proposals

Board briefly reviewed estimates from contractors for drainage basin maintenance from Beeline and WOPAC. Board discussed project scope and alignment between bids.

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6. Future Agenda Items: Future agenda items to be added to a future agenda for discussion, consideration, or action:

The Board discussed and confirmed a public budget workshop to be held on Wednesday, May 21, 2025, at 9:00 a.m. at the District office. Purpose: Preliminary review of FY 2025–2026 operating budget, project funding, and capital improvement planning. The follow-up session tentatively planned for July, depending on May workshop progress.

7. Adjournment

President Nick Calautti asked if any board members or staff had additional items or closing remarks. Hearing none, he called for a motion to adjourn the meeting. President Calautti made a motion to adjourn the regular meeting of the Seis Lagos Utility District Board of Directors. Director Jeff Henderson seconded the motion. Motion passed unanimously by all directors present.

Adjournment Time:

The meeting was officially adjourned at approximately 8:52 p.m. on Monday, April 21, 2025.

President Calautti thanked all attendees, including candidates, consultants, and members of the public, for their participation and engagement in District matters.

Meeting adjourned.

Witness my hand this _____ day of _____, 202__.

Nick Calautti, President

SEAL

Jeff Henderson, Secretary / Treasurer