

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

APRIL 8, 2020

MINUTES

**STATE OF TEXAS
COUNTY OF BEXAR**

The Board of Directors of the San Antonio Municipal Utility District No. 1 convened in Regular Session, via teleconference and pursuant to Notice duly given at 6:30 p.m., on the 8th day of April 2020, with the following member's present to-wit:

Robert Kuhn, President
Dale Ferguson, Secretary
Max Hooti, Assistant Secretary

and Zulema Fuentes-Real and Bill Burn absent, thus constituting a quorum. Also present were Debra Conkle, Office Manager.

President Kuhn called the meeting to order and announced that the first item of business would be:

- 1. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD MARCH 11, 2020**
- 2. REPORT CONCERNING FEBRUARY 2019 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Ferguson moved that the consent agenda be approved. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:

II. (A.) DISCUSSION REGARDING 2019/2020 PROJECTS/PLANS

1. TENNIS COURT RESURFACE

The board was informed that the project would start at the end of this month.

II. (B.) DISCUSSION REGARDING MAINTENANCE AND APPEARANCE OF DISTRICT PROPERTY

1. PROPERTY MAINTENANCE

2. UNLAWFUL DUMPING

A discussion was held regarding overhanging trees, cleaning up of the median and illegal dumping. It was the consensus of the Board to have Froggy Landscaping take care of the projects.

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

MARCH 11, 2020

MINUTES

**STATE OF TEXAS
COUNTY OF BEXAR**

The Board of Directors of the San Antonio Municipal Utility District No. 1 convened in Regular Session, open to the public and pursuant to Notice duly given at 6:30 p.m., at 16450 Wildlake Blvd, Helotes, Texas 78023, on the 11th day of March 2020, with the following member's present to-wit:

Robert Kuhn, President
Zulema Fuentes-Real, Vice President
Bill Burn, Treasurer
Dale Ferguson, Secretary
Max Hooti, Assistant Secretary

and no members absent, thus constituting a quorum. Also present were Debra Conkle, Office Manager, and Jim Berbiglia and Alicia Paredes, San Antonio Ranch residents.

President Kuhn called the meeting to order and announced that the first item of business would be:

- 1. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD
FEBRUARY 12, 2020**
- 2. REPORT CONCERNING JANUARY 2019 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS
INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Hooti expressed his concern for another "excessive" legal bill and stated that the Board was trying to be conservative with its finances and moved that this bill paid under protest. Director Hooti further moved that all other items in the consent agenda be approved. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:

II. (A.) DISCUSSION REGARDING 2019/2020 PROJECTS/PLANS

1. TENNIS COURT RESURFACE

Mr. Berbiglia stated that the project would start at the end of this month.

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3-11-2020

II. (B.) DISCUSSION REGARDING MAINTENANCE AND APPEARANCE OF DISTRICT PROPERTY

- 1. PROPERTY MAINTENANCE**
- 2. UNLAWFUL DUMPING**

Director Hooti stated that the bluebonnets were coming up and there had been no unlawful dumping

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

Director Hooti stated that the lights had been repaired for a cost of \$365.00 for the electrician and submitted a receipt for \$202.29 for materials. A discussion was held regarding pressure washing the building once the weather gets warmer.

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

Director Fuentes-Real stated that Dale had been added to the Directors bond insurance.

II. (E.) DISCUSSION REGARDING REQUESTS FOR USE OF THE MUD BUILDING

- II. (F.) SECURITY - GENERAL**
- II. (G.) PUBLIC RELATIONS**

Debra Conkle stated that the Bexar County Elections department will be using the building on May 2, May 26 and November 3, 2020. She further stated that a request had been made for April 19, 2020 for a baby shower.

There was nothing to report on security.

Debra Conkle informed the Board that Alicia Parades has agreed to be a contributor to the website.

III. UNFINISHED BUSINESS

(A.) REMINDER THAT TRANSFER/LEASE DOCUMENTS FOR TENNIS COURTS, LOT 91, BLOCK 2, UNIT 1, SAN ANTONIO RANCH SUBDIVISION AND MUD BUILDING AND SURROUNDING PROPERTY FROM SA MUD #1 TO SAR HOA ARE AVAILABLE UPON HELOTES ANNEXATION.

President Kuhn stated that this item is on hold at this time.

III. (B.) DISCUSSION AND POSSIBLE ACTION REGARDING THE HACA PETITIONING THE CITY OF HELOTES FOR FUTURE ANNEXATION

There was no discussion on this item at this time.

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3-11-2020

IV. (A.) CONSIDERATION AND APPROVAL OF AN DECLARING UNOPPOSED CANDIDATES ELECTED TO OFFICE, CANCELING ELECTION

Debra Conkle presented the following Order Declaring Unopposed Candidates Elected to office, Canceling Election for the Boards review and approval.

After a brief discussion, Director Ferguson moved that the Board approve the Order as presented. Director Hooti seconded the motion, which passed by unanimous vote of the Director's present.

That Order Declaring Unopposed Candidates Elected to office, Canceling Election is as follows:

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IV. (B.) CONSIDERATION AND ACCEPTANCE OF STATEMENT OF OFFICER

IV. (C.) CONSIDERATION AND ACCEPTANCE OF OATH OF OFFICE

Directors Kuhn, Fuentes-Real and Burn all took the Statement
Of Office and Oath of Office as follows:

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3-11-2020

IV. (D.) DISCUSSION AND NECESSARY ACTION REGARDING CITIZEN'S CONCERNS AND CUSTOMER CORRESPONDENCE

President Kuhn stated that the property taxes on the conservation easement property had been credited to the District at the time of closing and not paid directly to the Bexar County Tax office, therefore the District would have to pay them. Debra Conkle stated that she would present them for approval at the next meeting.

Director Hooti stated that he would like to spend less money on attorney fees and asked if everyone had received his email regarding a possible new attorney. He requested that an attorney interview be added to the next meeting agenda.

Also, Director Hooti stated that a tractor-trailer had been parking on Ranch Parkway overnight and on both sides of the road. It was the consensus of the Board to get information on signage. Debra Conkle suggested adding it to the "no solicitation" sign.

There being no further business, the meeting was adjourned.

Robert L. Kuhn, President
San Antonio Municipal Utility District No. 1

ATTEST:

Dale Ferguson, Secretary
San Antonio Municipal Utility District No. 1

(seal)

TAX COLLECTIONS
DISTRIBUTION

DEPOSITS: 2/13/2020 \$14,690.14
3/12/2020 \$4,574.68

DATE: 4/8/2020 February 2020 Tax Collections

RECEIVED:	TAX	PAI	AMT FEE	OTHER	TOTAL COLLECTIONS	LESS ATTORNEY FEE	BALANCE	REFUNDS/TAX ASSESSOR FEE	BALANCE	REMITTED
Y1998	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y1999	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2001	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2002	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2003	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2004	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2005	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2006	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2007	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2008	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2009	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2018	\$133.85	\$30.18	\$0.18	\$1.40	\$194.21	(\$30.18)	\$164.03	\$164.03	\$0.00	
Y2019	\$19,075.13	\$25.66	\$1.40	\$1.40	\$19,103.59	(\$1.40)	\$19,102.19	\$19,102.19	\$0.00	
TOTAL	\$19,208.98	\$55.84	\$31.58	\$0.00	\$19,297.80	(\$30.18)	\$19,267.62	\$0.00	\$19,267.62	\$19,264.82

YEAR MAINT. TAX	PAI	AMT FEE	LESS FEE/REFUND	D S TAX	PAI	AMT FEE	LESS FEE/REFUND	TOTAL
Y1998	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y1999	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2001	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2002	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2003	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2004	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2005	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2006	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2007	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2008	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2009	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2018	\$88.74	\$20.01	(\$20.01)	\$45.11	\$10.17	\$10.17	(\$30.17)	\$64.03
Y2019	\$12,955.83	\$17.43	(\$0.95)	\$6,119.30	\$8.23	\$0.45	(\$0.45)	\$19,100.79
TOTAL	\$13,044.57	\$37.44	(\$20.96)	\$6,164.41	\$18.40	\$10.62	(\$10.62)	\$19,264.82

TOTAL AMT DUE	PAI	AMT FEE	LESS FEE/REFUND	DUE DSR	PAI	AMT FEE	LESS FEE/REFUND	TOTAL
GOP	\$13,102.97			\$6,193.43				\$19,296.40
LESS: ATTORNEY FEE	(\$20.96)			(\$10.62)				(\$31.58)
LESS: TAX ASSESSOR FEE								\$0.00
LESS: REFUNDS/REVERALS								\$0.00
AMT FOR GOP DEPOSIT:	\$13,082.01			\$6,182.81				\$19,264.82

TOTAL AMT DUE	PAI	AMT FEE	LESS FEE/REFUND	DUE DSR	PAI	AMT FEE	LESS FEE/REFUND	TOTAL
GOP	\$13,102.97			\$6,193.43				\$19,296.40
LESS: ATTORNEY FEE	(\$20.96)			(\$10.62)				(\$31.58)
LESS: TAX ASSESSOR FEE								\$0.00
LESS: REFUNDS/REVERALS								\$0.00
AMT FOR GOP DEPOSIT:	\$13,082.01			\$6,182.81				\$19,264.82

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
 REPORT OF OPERATIONS
 4/8/2020**

REVENUES

Collections this period (Maint. Tax)	2/20202	\$13,082.01
Miscellaneous Revenue:		
TOTAL REVENUE THIS PERIOD		\$13,082.01

EXPENSES

Auditing		\$0.00
Waste Management		\$4,399.90
AT & T Mobility		\$61.77
AT & T U-Verse		\$70.73
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$51.09
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$50.67
DIRECTORS FEES:		
B. BURN	4/8/2020	\$1.00
R. KUHN		\$1.00
Z. FUENTES-REAL		\$1.00
D. FERGUSON		\$1.00
M. HOOTI		\$1.00
ENGINEERING		\$0.00
LEGAL FEES		\$0.00
INSURANCE		\$0.00
OFFICE MANAGER (PAID 4/1/2020)		\$1,546.80 **
PETTY CASH		\$0.00
MISCELLANEOUS:		
City Public Service - Street Light		\$23.83
IRS Payroll Deposit March 2020	No Payroll in March	
Darla Harlos - Office Cleaning		
Jose Hernandez - Electrician		\$450.00 **
Max Hooti - Electrical Materials		\$241.73 **
Bexar County Tax Office - 04556-101-0060		\$1,379.33
Bexar County Tax Office - 04556-101-0071		\$792.58
Bexar County Tax Office - 04556-101-0072		\$745.20
Jeff Cary - Tennis Court Resurface - Materials		\$7,500.00
Jeff Cary - Tennis Court Resurface - Labor		\$6,100.00
Debra Conkle - COVID-19 Research		\$150.00
Tree Trimming		\$1,000.00
Property Maintenance		\$200.00
TOTAL EXPENSES FOR THIS PERIOD:		\$24,768.63
REVENUES MINUS EXPENSES THIS PERIOD		(\$11,686.62)

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 REPORT OF OPERATIONS
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
 4/8/2020

NOTES:

** Previously Paid

*** Pending Invoice

**** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

FROM	TO		AMOUNT
1. FROST CLEARING	FROST OPERATING	check	\$13,082.01
2. FROST CLEARING	TEX POOL OPERATING	WIRE	
3. FROST CLEARING	TEX POOL DEBT SERVI	WIRE	\$6,182.81
4. TEX POOL OPERATING	FROST OPERATING	WIRE	
5. FROST CLEARING	TEX POOL CLEARING	WIRE	
5. FROST CLEARING	TEX POOL DEBT SERVI	WIRE	
6. FROST DEBT SERVICE	TEX POOL DEBT SERVI	WIRE	
7. TEX POOL CLEARING	TEX POOL OPERATING	WIRE	
8. TEX POOL CLEARING	TEX POOL DEBT SERVI	WIRE	
9. FROST OPERATING	TEX POOL OPERATING	WIRE	
10. TEX POOL DEBT SERVICE	FROST DEBT SERVICE	WIRE	
TOTAL TAX CLEARING & FUND TRANSFERS			----- \$19,264.82

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures	\$0.00
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4-08-2020

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

It was the consensus of the Board that once things get back to normal, we would pressure wash the building.

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

II. (E.) DISCUSSION REGARDING REQUESTS FOR USE OF THE MUD BUILDING

II. (F.) SECURITY - GENERAL

II. (G.) PUBLIC RELATIONS

Debra Conkle stated that there was nothing to report on insurance.

The Bexar County Elections department will be using the building on May 2, May 26, and November 3, 2020. She further stated that the request had for April 19, 2020 baby shower had been canceled.

There was nothing to report on security or public relations.

III. UNFINISHED BUSINESS

(A.) REMINDER THAT TRANSFER/LEASE DOCUMENTS FOR TENNIS COURTS, LOT 91, BLOCK 2, UNIT 1, SAN ANTONIO RANCH SUBDIVISION AND MUD BUILDING AND SURROUNDING PROPERTY FROM SA MUD #1 TO SAR HOA ARE AVAILABLE UPON HELOTES ANNEXATION.

President Kuhn stated that this item is on hold at this time.

III. (B.) DISCUSSION AND POSSIBLE ACTION REGARDING THE HACA PETITIONING THE CITY OF HELOTES FOR FUTURE ANNEXATION

There was no discussion on this item at this time.

IV. (A.) DISCUSSION AND NECESSARY ACTION REGARDING CITIZEN'S CONCERNS AND CUSTOMER CORRESPONDENCE

Director Hooti stated that he had spoken with the traffic department of Bexar County regarding the tractor trailer parking Overnight with the District. The request had been accepted and is on the commissioner's desk. A small sign will be placed at the entrance and at the site where the tractor trailer has been parking.


Director Hooti again stated that he would like to spend less money on attorney fees and requested that the board members discuss before asking the attorney for services and, when asked, the

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4-08-2020

attorney provide an estimate of the cost of the services requested.


Director Ferguson requested that Darla Harlos be paid as per the paycheck protection policy. It was the consensus of the Board that Darla Harlos be paid.

There being no further business, the meeting was adjourned.



Robert L. Kuhn, President
San Antonio Municipal Utility District No. 1

ATTEST:



Dale Ferguson, Secretary
San Antonio Municipal Utility District No. 1

(seal)