

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

APRIL 12, 2023

MINUTES

**STATE OF TEXAS
COUNTY OF BEXAR**

The Board of Directors of the San Antonio Municipal Utility District No. 1 convened in Special 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 12th day of April 2023, 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, Executive Administrator, John Bartholomae, Chris Lauderdale, Trey Fernandez, Bill Ellison, Victor Alessandro, Denise Slabaugh, Craig Hall, Dan Gonzales and Julie Zapata, San Antonio Ranch residents.

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

I. CONSENT AGENDA:

- 1. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD MARCH 8, 2023**
- 2. REPORT CONCERNING FEBRUARY 2022 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Ferguson moved that the Board approve the items within the consent agenda as follows. Director Burn seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:

II. (A.) DISCUSSION REGARDING 2022/2023 PROJECTS/PLANS

- 1. Fence Addition to Control Dumping**

President Kuhn presented an estimate of \$573.54 for this project. Director Burn moved that the Board approve this estimate for this project. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

MARCH 8, 2023

MINUTES

**STATE OF TEXAS
COUNTY OF BEXAR**

The Board of Directors of the San Antonio Municipal Utility District No. 1 convened in Special 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 8th day of March 2023, with the following member's present to-with:

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, Executive Administrator, John Bartholomae, Jim Berbiglia, Ty Matthews, Chris Lauderdale, Maria and Trey Fernandez, Rob Compton, Dan Gonzales and Julie Zapata, San Antonio Ranch residents.

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

I. CONSENT AGENDA:

- 1. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD FEBRUARY 8, 2023**
- 2. REPORT CONCERNING JANUARY 2022 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Fuentes-Real moved that the Board approve the items within the consent agenda as follows. Director Burn seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:

II. (A.) DISCUSSION REGARDING 2022/2023 PROJECTS/PLANS

1. Fence Addition to Control Dumping

President Kuhn stated that he had been waiting on drilling of the post holes before proceeding on this project.

2. Bulk Trash Pick Up

There was no discussion on Bulk Trash pickup, however, it was reported that the County would provide containers for Brush pick up. The County will only provide this service through the HOA.

S.A. MUD#1
3-08-2023

This service would be for the residents of San Antonio Ranch only.

Mr. Bartholomae expressed concern for those residents who are not able to bring the brush to the pickup site.

Ty Matthews suggested a "hybrid" program where the County would provide the containers and the District would hire a contractor to go around and pick up the brush and only the contractor would place brush in the containers.

Director Fuentes-Real suggested splitting the cost of the contractor with the HOA.

No action was taken at this time.

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

1. PROPERTY MAINTENANCE

a. MUD Building/Tennis Court Parking Lot Reseal

President Kuhn stated that we are tabling the item until 2 bids have been received.

b. Motion Light for Tennis Court

c. Install Gate at Tennis Court

President Kuhn stated that these items are on hold at the present time.

2. UNLAWFUL DUMPING

There was no unlawful dumping to report at this time.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

1. Ceiling Repair

President Kuhn stated that he was having a hard time finding contractors for this project.

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

Director Fuentes-Real stated that there was no new insurance information to report at this time.

S.A. MUD#1
3-08-2023

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

Ty Matthews stated that the HOA will need to use the building on March 11, 2023, from 10:00 to 12:00.

II. (F.) SECURITY - GENERAL

II. (G.) PUBLIC RELATIONS

President Kuhn stated that these items are on hold at this time.

III. UNFINISHED BUSINESS

III. (A.) DISCUSSION AND POSSIBLE ACTION REGARDING PREPARATION FOR DISSOLUTION OF THE SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

III. (B.) DISCUSSION AND ACTION REGARDING TRANSITION TO HOA

President Kuhn stated that the Board is working on these items.

III. (C.) DISCUSSION AND POSSIBLE ACTION REGARDING TRANSFERRING TENNIS COURTS PROPERTY AND OTHER SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1 PROPERTIES TO THE CONSERVATION EASEMENT

President Kuhn stated that the Conservation Board is drawing up the documents and preparing for survey and appraisal.

III. (D.) DISCUSSION AND POSSIBLE ACTION REGARDING WASTE MANAGEMENT'S INTENT TO PROVIDE 96 GALLON CONTAINERS OR END THE CURRENT CONTRACT AT THE TERM END

Director Ferguson informed the Board that Reagan Vance of Waste Management would be at the HOA meeting next week.

IV. NEW BUSINESS

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

President Kuhn stated that some Los Reyes residents are having problems with people getting off the walking trails and trespassing onto private property. He stated that he would contact the Conservation Board to see if they could put up signs.

A discussion was held regarding a crack in the Wildlake Sign that was caused by contractors and the residents don't think that the District should pay to fix it.

S.A. MUD#1
3-08-2023

Mr. Berbiglia asked about precise information on the bond debt payoff and was informed that that will be discussed again July and September.

Ty Matthews reported that Grey Forest Utilities had agreed to repair the PUD roads, from their utility installations but only to 40% complete. He did acknowledge that the PUD roads are owned by the HOA and the HOA had not put aside road repair funds in the past.

Director Hooti proposed that the MUD share in the cost of bringing the roads to 100% with the HOA. He stated that the District, in the past, had put up road signs and provided property maintenance in the PUD area.

Julie Zapata suggested a special assessment for the HOA residents to pay to help repair the PUD roads.

Director Ferguson stated that he wants to make sure the District is looking at a legitimate MUD expenditure before any action is taken.

Director Hooti proposed contacting the attorney to determine what a legitimate MUD expenditure is, and, if Director Hooti and Director Burn have a conflict of interest, since they own property in the PUD area.

It was the consensus of the Board that Director Ferguson prepares an email to the attorney and the accountant to ask this question.

Ty Matthews requested to see the questions that were asked of Legal counsel by the District regarding the dissolution of the District and transition to the HOA.

Debra Conkle submitted the following correspondence from the City of Helotes regarding Notice of Public Hearing for Intent to Annex for the Boards information.

S.A. MUD#1
3-08-2023

There being no further business, the meeting was adjourned at 7:31
p.m.

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

DATE: 4/12/2023 February 2023 Tax Collections

RECEIVED:	TAX	PAI	ATT FEE	OTHER	TOTAL COLLECTIONS	LESS ATTORNEY FEE	DEPOSITS:	2/17/2023	3/20/2023	REFUNDS/TAX ASSESSOR FEE	BALANCE	REFUNDS/TAX ASSESSOR FEE	BALANCE	REMITTED
Y2001	\$0.00	\$0.00	\$0.00		\$0.00		\$11,148.58				\$0.00		\$0.00	
Y2002	\$0.00	\$0.00	\$0.00		\$0.00		\$6,608.08				\$0.00		\$0.00	
Y2003	\$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	
Y2005	\$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	
Y2007	\$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	
Y2009	\$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	
Y2011	\$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	
Y2013	\$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	
Y2015	\$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	
Y2017	\$0.00	\$0.00	\$0.00		\$0.00						\$0.00		\$0.00	
Y2018	\$0.00	\$0.00	\$0.00		\$0.00						\$0.00		\$0.00	
Y2019	\$0.00	\$0.00	\$0.00		\$0.00						\$0.00		\$0.00	
Y2020	\$585.12	\$210.64	\$159.15		\$954.91	(\$159.15)	\$795.76				\$795.76		\$795.76	
Y2021	\$579.60	\$139.10	\$143.74		\$862.44	(\$143.74)	\$718.70				\$718.70		\$718.70	
Y2022	\$16,113.64	\$128.56	\$0.00		\$16,242.20		\$16,242.20				\$16,242.20		\$16,242.20	
TOTAL	\$17,278.36	\$478.30	\$302.89	\$0.00	\$18,059.55	(\$302.89)	\$17,756.66				\$17,756.66		\$17,756.66	

YEAR MAINT. TAX	PAI	ATT FEE	LESS FEE/REFUND	D S TAX	PAI	ATT FEE	LESS FEE/REFUND	TOTAL
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2020	\$441.59	\$158.97	(\$120.11)	\$143.53	\$51.67	\$39.04	(\$39.04)	\$795.76
Y2021	\$436.09	\$104.66	(\$108.15)	\$143.51	\$34.44	\$35.59	(\$35.59)	\$718.70
Y2022	\$11,750.07	\$93.75	\$0.00	\$4,363.57	\$34.81	\$0.00	\$0.00	\$16,242.20
TOTAL	\$12,627.75	\$357.37	(\$228.26)	\$4,650.61	\$120.93	\$74.63	(\$74.63)	\$17,756.66

TOTAL AMT DUE	DOE DSF	LESS ATTORNEY FEE	TOTAL AMT	DOE DSF	LESS ATTORNEY FEE	TOTAL
\$13,213.38	\$4,846.17	(\$74.63)	\$16,059.55			\$16,059.55
						(\$302.89)
						\$0.00
						\$0.00
						\$17,756.66
						\$17,756.66

AMT FOR DSF DEPOSIT: \$12,965.12
 AMT FOR DSF DEPOSIT: \$4,771.54
 TOTAL = \$17,756.66

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
 REPORT OF OPERATIONS
 4/12/2023**

REVENUES

Collections this period (Maint. Tax)	2/23	\$12,985.12
Miscellaneous Revenue:		
TOTAL REVENUE THIS PERIOD		\$12,985.12

EXPENSES

Auditing		
Waste Management		\$5,805.20
AT & T Mobility		\$72.01
AT & T U-Verse		\$100.73
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$43.91
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$34.64 ***
DIRECTORS FEES:		
B. BURN		
R. KUHN		
Z. FUENTES-REAL		
D. FERGUSON		
M. HOOTI		
PROPERTY MAINTENANCE		
LEGAL FEES		
INSURANCE		
EXECUTIVE ADMINISTRATOR MAY 2023		\$2,062.90 **
PETTY CASH		
MISCELLANEOUS:		
City Public Service - Street Light		\$23.59
IRS Payroll Deposit March 2023		\$531.38
Joe - Tennis Court Clean up NEED INV FOR THIS		\$250.00 ***
TOTAL EXPENSES FOR THIS PERIOD:		\$8,924.36
REVENUES MINUS EXPENSES THIS PERIOD		\$4,060.76

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 REPORT OF OPERATIONS
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
 4/12/2023

NOTES:

** Previously Paid

*** Pending Invoice

**** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

FROM	TO	AMOUNT
1. FROST CLEARING	FROST OPERATING	check
2. FROST CLEARING	TEX POOL OPERATING	WIRE
3. FROST CLEARING	TEX POOL DEBT SERVI	WIRE
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	\$12,985.12
8. TEX POOL CLEARING	TEX POOL DEBT SERVI	\$4,771.54
9. FROST OPERATING	TEX POOL OPERATING	WIRE
10. TEX POOL DEBT SERVICE	FROST DEBT SERVICE	WIRE
TOTAL TAX CLEARING & FUND TRANSFERS		\$0.00

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures	\$0.00
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April 12, 2023

Extension of fence on Hwy 16

Material

Rails 15 ea 5/4 treated 1" x 6" x 12'	9.38 x 15	140.70
Posts 5 ea 4" x 4" x 8' treated	39.88 x	199.40
8 ea #60 bags concrete	x 4.18	33.44
Fred Kempf w/ tractor	5 holes	200.00
Labor Bob Kuhn + helpers	NC	-0-

TOTAL

573.54

approved
4/12/2023

**S.A. MUD#1
4-12-2023**

2. Bulk Trash Pick Up

Director Ferguson informed the Board that Waste Management will be discontinuing service as of July 28, 2023. The Board would need to require this annual service with whichever contractor is chosen. It was the consensus of the Board that Directors Ferguson and Hooti work together to find a replacement provider.

There was no discussion on Bulk Trash pickup, however, it was reported that the County would provide containers for Brush pick up. The County will only provide this service through the HOA.

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

1. PROPERTY MAINTENANCE

a. MUD Building/Tennis Court Parking Lot Reseal

President Kuhn presented an estimate of \$5,234.00 for this project. Director Hooti reminded the Board that SAWS uses the MUD Building parking lot as an easement to the property beyond the gate and that their trucks are doing much of the damage to the parking lot. He volunteered to contact SAWS to see if they could help with some of the cost of the repaving of the MUD Building parking lot. It was also the consensus of the Board that President Kuhn contact the SAWS engineer on their Lift Station Project to inform them that the paved road out to Highway 16 would need to remain as it is an emergency exit.

b. Motion Light for Tennie Court

c. Install Gate at Tennis Court

President Kuhn stated that these items are on hold at the present time.

2. UNLAWFUL DUMPING

There was no unlawful dumping to report at this time.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

1. Ceiling Repair

President Kuhn stated that he was having a hard time finding contractors for this project.

S.A. MUD#1
4-12-2023

- 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

There was nothing to report on these items at this time.

III. UNFINISHED BUSINESS

- III. (A.) DISCUSSION AND POSSIBLE ACTION REGARDING PREPARATION FOR DISSOLUTION OF THE SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

- III. (B.) DISCUSSION AND ACTION REGARDING TRANSITION TO HOA

President Kuhn stated that the Board is working on these items.

- III. (C.) DISCUSSION AND POSSIBLE ACTION REGARDING TRANSFERRING TENNIS COURTS PROPERTY AND OTHER SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1 PROPERTIES TO THE CONSERVATION EASEMENT

President Kuhn stated that the Conservation Board is drawing up the documents and preparing for survey and appraisal.

- III. (D.) DISCUSSION AND POSSIBLE ACTION REGARDING WASTE MANAGEMENT'S INTENT TO PROVIDE 96 GALLON CONTAINERS OR END THE CURRENT CONTRACT AT THE TERM END

Director Burn suggested that the District not require a recycling program with a new provider due to the cost and instead propose two (2) service days per week. He also stated that the 96-gallon container would not be a requirement.

IV. NEW BUSINESS

- IV. (A.) UPDATE ON SAN ANTONIO RANCH HOA REQUEST TO USE MUD TAX DOLLARS FOR PRIVATE ROAD REPAIR

Director Ferguson stated that he had asked the question to legal counsel and their response was "A MUD only has those powers granted to it by statute and as provided for in its formation documents. San Antonio MUD #1 was not granted road powers. As such, the District is not authorized to spend its revenue on roads".

**S.A. MUD#1
4-12-2023**

Director Hooti stated that he thinks it is a matter of interpretation and would like to discuss it more in Executive Session.

Director Hooti also informed the Board that he was presented some information on this subject from a gentleman from Bexar County. Bexar County may have a program to have streets reviewed or nominated for repair.

**IV. (B.) DISCUSSION AND POSSIBLE ACTION REGARDING
CITIZEN/ CONCERNS AND CUSTOMER CORRESPONDENCE**

President Kuhn reminded the Board that some Los Reyes residents are having problems with people getting off the walking trails and trespassing onto private property. He stated that he had contacted the Conservation Board to see if they could put up signs and was told that they would not install any signage. He further stated that he had received an estimate from Flasher Equipment for 4 signs at a cost of \$48.00 each and suggested the cost be split with the resident and that the resident be required to install them. After a lengthy discussion, it was the consensus of the Board to not do anything for this private property but will look into refurbishment of the existing signs.

It was noted that the Apacheria street sign had been stolen.

V. EXECUTIVE SESSION:


- A. EXECUTIVE SESSION. The Regular Session of the April 12, 2023 Regular Board Meeting is hereby recessed to hold an Executive Session and discuss matters pursuant to Sections 551.071 and 551.072 of the Texas Open Meetings Act to deliberate the purchase, exchange, lease, or value of real property as listed in Section III above for the purpose of avoiding a detrimental effect on the position of the Board of Directors in negotiations with third parties and to discuss such matters with legal counsel and to discuss certain other legal matters with legal counsel pursuant to section 551.071 at 7:29 p.m.**

S.A. MUD#1
4-12-2023

An Executive Session was called to have a conversion regarding actions taken by the President of the Board.

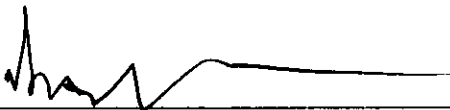
V. B. RECONVENE REGULAR SESSION. The Regular Session of the Regular Board Meeting of April 12, 2023, is hereby reconvened at 7:51 p.m.

There being no further business, the meeting was adjourned at 7:51 p.m.



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

ATTEST:



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

(seal)