

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1**

**January 11, 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 11th day of January, 2023, with the following member's present to-with:

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

and no members absent, thus constituting a quorum. Also present were Debra Conkle, Executive Administrator and John Bartholomae Jim Berbiglia, and Ty Matthews 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 DECEMBER 14, 2022**
- 2. REPORT CONCERNING NOVEMBER 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 Fred Kempf has a post hole digger, so he will ask him if he would be interested in digging the posts for the fence.

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1**

**December 14, 2022**

**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 14th day of December, 2022, with the following member's present to-with:

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

and no members absent, thus constituting a quorum. Also present were Debra Conkle, Executive Administrator and Trey & Maria Fernandez, Julie Zapata, Diana Killough and John & Kathy Masters, 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 NOVEMBER 17, 2022**
- 2. REPORT CONCERNING OCTOBER 2022 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Hooti moved that the Board approve the items within the consent agenda as follows. Director Fuentes-Real 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 would contact Ronnie Galik to see if he would be interested in performing this job.

S.A. MUD#1  
12-14-2022

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

**1. PROPERTY MAINTENANCE**

- a. MUD Building/Tennis Court Parking Lot Reseal
- b. Motion Light at Tennis Court

**2. UNLAWFUL DUMPING**

A brief discussion was held, and it was the consensus of the Board that bids need to be submitted for the parking lot reseals and that a gate at the tennis court be added to the agenda.

**II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE**

**1. Ceiling Repair**

A brief discussion was held, and it was the consensus of the Board that bids need to be submitted 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.

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

The Board was reminded that Kailash Kayastha will be hosting free yoga classes every Saturday. Debra Conkle stated that he needs to submit an insurance binder for these classes.

**II. (F.) SECURITY - GENERAL**

**II. (G.) PUBLIC RELATIONS**

There was no new news on this item currently.

**III. UNFINISHED BUSINESS**

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

President Kuhn stated that we are awaiting more information on this subject.

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

President Kuhn stated that he had transferred the entrance water meter to the HOA.

**S.A. MUD#1  
12-14-2022**

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

President Kuhn informed the Board that Phillip Covington of the San Antonio Parks and Recreation Department stated that the 3 parcels that the District is wanting to add to the conservation easement all ranked within the top 10% of their model. Mr. Covington stated that he will refer this project to the Green Spaces Alliance so that they can start with an appraisal.

**IV. NEW BUSINESS**

**IV. (A) 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 provided the following correspondence from Waste Management stating their intent to terminate the contract if the District did not convert to the 96 gallon containers. It was the consensus of the Board to keep this item on the agenda for now.

**IV. (B.) DISCUSSION AND ACTION REGARDING CITIZEN'S CONCERNS AND CUSTOMER CORRESPONDENCE**

It was noted that A T & T is installing fiber optics from Wildlake Blvd. at Ranch Parkway down Wildlake Blvd. and up Lago Vista.

**S.A. MUD#1**  
**12-14-2022**

There being no further business, the meeting was adjourned at 6:52 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: 1/11/2023 November 2022 Tax Collections

DEPOSITS: 12/13/2022 \$10,601.91  
12/22/2022 \$8,931.18

RECEIVED:	TAX	P&I	ATT FEE	OTHER	TOTAL COLLECTIONS	LESS ATTORNEY FEE	BALANCE	REFUNDS/TAX ASSESSOR FEE	BALANCE	REMITTED
Y2001	\$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	
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	\$0.00	\$0.00	\$0.00		\$0.00		\$0.00		\$0.00	
Y2021	(\$364.57)	\$11.51	\$6.73		(\$346.33)		(\$353.06)		(\$353.06)	
Y2022	\$19,886.15	\$0.00	\$0.00		\$19,886.15		\$19,886.15		\$19,886.15	
TOTAL	\$19,521.58	\$11.51	\$6.73	\$0.00	\$19,539.82	(\$6.73)	\$19,533.09	\$0.00	\$19,533.09	\$19,533.09

YEAR	MAINT. TAX	P&I	ATT FEE	FEE/REFUND	D S TAX	P&I	ATT FEE	FEE/REFUND	TOTAL
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	\$0.00	\$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	\$0.00
Y2020	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2021	(\$274.30)	\$8.66	\$5.06	(\$5.06)	(\$90.27)	\$2.85	\$1.67	(\$1.67)	(\$353.06)
Y2022	\$14,500.98	\$0.00	\$0.00	\$0.00	\$5,385.17	\$0.00	\$0.00	\$0.00	\$19,886.15
TOTAL	\$14,226.68	\$8.66	\$5.06	(\$5.06)	\$5,294.90	\$2.85	\$1.67	(\$1.67)	\$19,533.09

TOTAL AMT DUE	TOTAL AMT	LESS:	TOTAL =
GOF	\$14,240.40	DUE DSF \$5,299.42	\$19,539.82
LESS:		ATTORNEY FEE (\$1.67)	(\$1.67)
ATTORNEY FEE	(\$5.06)	TAX ASSESSOR FEE	\$0.00
LESS:		REFUNDS/REVERALS	\$0.00
TAX ASSESSOR FEE		AMT FOR DSF DEPOSIT: \$5,297.75	\$19,533.09
LESS:		TOTAL =	\$19,533.09
REFUNDS/REVERALS			
AMT FOR DSF DEPOSIT:	\$14,235.34		\$19,533.09

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1  
 REPORT OF OPERATIONS  
 1/11/2023**

**REVENUES**

**Collections this period (Maint. Tax) 11/23 \$14,235.34**

**Miscellaneous Revenue:**

**TOTAL REVENUE THIS PERIOD \$14,235.34**

**EXPENSES**

**Auditing \$900.00**

**Waste Management \$5,805.20**

**AT & T Mobility \$71.47**

**AT & T U-Verse \$80.65**

**CITY PUBLIC SERVICE:**

**# 2096723016 SA MUD OFFICE \$202.70**

**SAN ANTONIO WATER SYSTEMS:**

**# 0514993248891 SA MUD OFFICE \$34.64 \*\*\***

**DIRECTORS FEES:**

**B. BURN \$12.00**

**R. KUHN \$12.00**

**Z. FUENTES-REAL \$12.00**

**D. FERGUSON \$12.00**

**M. HOOTI \$12.00**

**PROPERTY MAINTENANCE**

**LEGAL FEES**

**INSURANCE**

**EXECUTIVE ADMINISTRATOR FEBRUARY 2023 \$2,062.90 \*\***

**PETTY CASH \$114.24**

**MISCELLANEOUS:**

**City Public Service - Street Light \$24.65**

**IRS Payroll Deposit December 2022 \$531.38**

**Darla Harlos - Office Cleaning - Jan 2023 \$100.00**

**Victor Insurance - Director Bonds \$200.00**

**TOTAL EXPENSES FOR THIS PERIOD: \$10,187.83**

**REVENUES MINUS EXPENSES THIS PERIOD \$4,047.51**

PAGE 2  
 REPORT OF OPERATIONS  
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES  
 1/11/2023

NOTES:

\*\* Previously Paid

\*\*\* Pending Invoice

\*\*\*\* Previously Approved

TAX CLEARING AND FUND TRANSFERS:

FROM	TO		AMOUNT
1. FROST CLEARING	FROST OPERATING	check	\$19,533.09
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	WIRE	
8. TEX POOL OPERATING	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			----- \$19,533.09

DEBT SERVICE EXPENDITURES:

BANK OF NEW YORK

Total Debt Service Expenditures

-----  
\$0.00



S.A. MUD#1  
1-11-2023

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

**1. PROPERTY MAINTENANCE**

- a. MUD Building/Tennis Court Parking Lot Reseal
- b. Motion Light for Tennis Court
- c. Install Gate at Tennis Court

**2. UNLAWFUL DUMPING**

A discussion was held and it was the consensus of the Board that bids need to be let for the parking lot reseal. There was a discussion but no action regarding the motion light nor the gate at the tennis court.

The HOA is handling the unlawful dumping.

**II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE**

**1. Ceiling Repair**

It was the consensus of the Board that bid need to be let for the ceiling repair.

**II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS**

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

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

Debra Conkle informed the Board that a resident would like to use the building for a birthday party on the 28th.

**II. (F.) SECURITY - GENERAL**

A discussion was held regarding the magnetic doors and a backup plan in case of failure. A general discussion was held however no action was taken.

**II. (G.) PUBLIC RELATIONS**

There was no new news on this item currently.

**III. UNFINISHED BUSINESS**

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

President Kuhn stated that the Board is awaiting a response from the attorneys.

S.A. MUD#1  
1-11-2023

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

There was no new action taken on this item at this time.

**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 Board is waiting for the approval of a survey and an 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**

A general discussion was held and it was reported that the Waste Management representative would be attending the HOA meeting in March.

**IV. NEW BUSINESS**

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

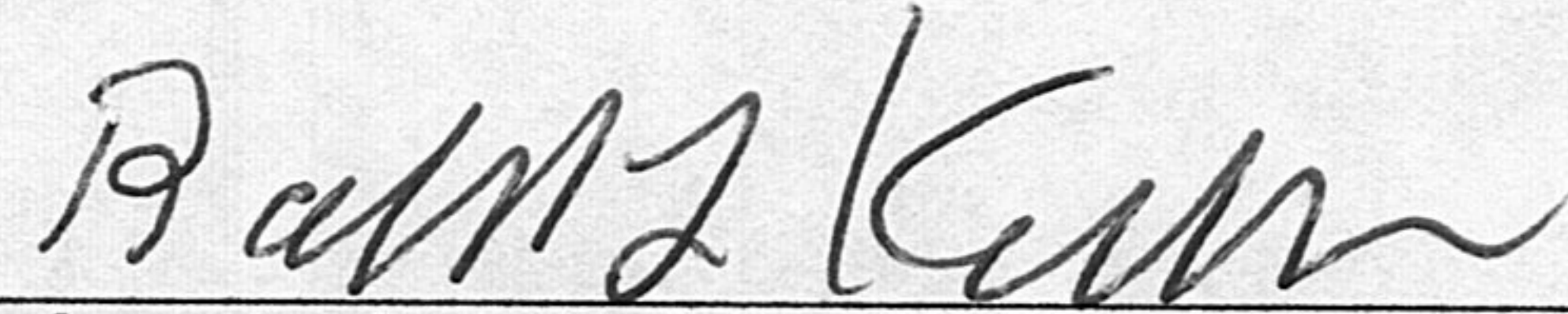
Questions and answers regarding district elections, how long are the terms and how many are voted for.

A discussion regarding the elimination of the lift station and the installation of sewer line along Bandera Highway starting February 2023.

Jim Berbiglia requested that an email be sent reminding residents of the current least law and stated that some residents have been severely injured. The MUD Board was in consensus that an email be sent but stated that the HOA should be responsible for sending the email.

S.A. MUD#1  
1-11-2023

There being no further business, the meeting was adjourned at 7:14 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)

