

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

JANUARY 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, 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 January 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, Jim Berbiglia, JT Chapin, David Echevarria and Dan Gonzales, San Antonio Ranch residents.

President Kuhn called the meeting to order 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 11, 2019**
- 2. REPORT CONCERNING NOVEMBER 2019 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Burn 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 2019/2020 PROJECTS/PLANS

No discussion was held on this item at this time.

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

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

Director Hooti stated that more big rocks had been delivered and placed where dumping has occurred.

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

DECEMBER 11, 2019

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 December 2019, 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, Office Manager, Craig and Leijie Hall, Joe and Dianna Killough Sara Hooti and Earle Lauderdale, San Antonio Ranch residents.

President Kuhn called the meeting to order 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 13, 2019**
- 2. REPORT CONCERNING OCTOBER 2019 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Burn moved that the Board approve the items within the consent agenda as follows. 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

No discussion was held on this item at this time.

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

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

Director Hooti stated mowing had been completed this week and that more dumping had occurred.

S.A. MUD#1
12-11-2019

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

It was noted that Mr. Rosas had finished repairing the lighting at a cost of \$352.35.

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 insurance. The Bexar County Elections department will be using the building on March 3, May 2, May 26 and 11/3/2020. Debra Conkle informed the Board that she had not received a response from Alicia Parades regarding taking over 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.

III. (C.) DISCUSSION AND ACTION REGARDING PROPOSAL FROM SAN ANTONIO WATER SYSTEMS TO PURCHASE A PERMANENT EASEMENT TRAVERSING DISTRICT PROPERTY

The following correspondence from San Antonio Water Systems was presented for the Board's review. A brief discussion was held and Director Hooti moved to accept the \$6,000.00 offer for the permanent sewer pipeline easement. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.

S.A. MUD#1
12-11-2019

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

Mr. & Mrs. Killough wanted to express their thanks for making their street look better.

Discussions were held regarding new residents, construction clean up, green belt deterioration, clean up on Condor Pass, etc.

There being no further business, the meeting was adjourned at 6:45 pm.

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: 1/8/2020 November 2019 Tax Collections

DEPOSITS: 12/11/2019 \$23,078.57

RECEIVED: TAX

YEAR	MAINT. TAX	PLI	AMT FEE	FEE/REFUND	D S TAX	PLI	AMT FEE	FEE/REFUND	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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$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		\$0.00	\$0.00	\$0.00	
Y2018	\$229.47	\$56.08	\$54.53	\$54.53	\$28.50	\$28.50	\$27.71	\$27.71	\$28.50	(\$27.71)	\$0.00	\$0.00	(\$594.27)	
Y2019	\$16,256.22	\$0.00	\$0.00	\$0.00	\$7,678.15	\$0.00	\$0.00	\$0.00	\$7,678.15	(\$27.71)	\$0.00	\$0.00	(\$261.53)	
TOTAL	\$15,633.97	\$56.08	\$54.53	(\$54.53)	\$7,340.02	\$28.50	\$27.71	(\$27.71)	\$23,078.57	(\$82.24)	\$23,078.57	\$0.00	\$23,078.57	\$23,078.57

LESS: ATTORNEY FEE (\$54.53) TAX ASSESSOR FEE (\$82.24) REFUNDS/REVERSALES (\$27.71) AMT FOR DSE DEPOSIT: \$15,710.04

TOTAL AMT DUE \$15,764.57 TOTAL AMT DUE DSE \$7,396.24 TOTAL AMT DUE DSE \$7,368.53

LESS: ATTORNEY FEE (\$54.53) TAX ASSESSOR FEE (\$82.24) REFUNDS/REVERSALES (\$27.71) AMT FOR DSE DEPOSIT: \$15,710.04

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

REVENUES

Collections this period (Maint. Tax)	11/20	\$15,710.04
Miscellaneous Revenue:		
Elections Dept Bldg Usage		\$150.00
HACA Reimbursement		\$309.99
TOTAL REVENUE THIS PERIOD		\$16,170.03

EXPENSES

Auditing		
Waste Management		\$4,399.90
AT & T Mobility		\$62.36 ***
AT & T U-Verse		\$70.73 ***
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$64.60
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$40.00 ***
DIRECTORS FEES:		
B. BURN	1/8/2020	\$1.00
R. KUHN		\$1.00
Z. FUENTES-REAL		\$1.00
DALE FERGUSON		\$1.00
M. HOOTI		\$1.00
ENGINEERING		\$0.00
LEGAL FEES		\$644.00
INSURANCE		\$0.00
OFFICE MANAGER		\$1,545.97 **
PETTY CASH		\$0.00
MISCELLANEOUS:		
City Public Service - Street Light		\$21.30 ***
IRS Payroll Deposit December 2019		\$771.28
Darla Harlos - Office Cleaning		\$100.00 ***

TOTAL EXPENSES FOR THIS PERIOD:		\$7,725.14
REVENUES MINUS EXPENSES THIS PERIOD		\$8,444.89

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 REPORT OF OPERATIONS
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
 1/8/2020

NOTES:

** Previously Paid

*** Pending Invoice

**** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

FROM	TO		AMOUNT
1. FROST CLEARING	FROST OPERATING	check	\$15,710.04
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	\$205,752.83
5. FROST CLEARING	TEX POOL DEBT SERVI	WIRE	\$7,168.53
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			----- \$228,631.40

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures \$0.00

S.A. MUD#1
1-08-2020

- II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE
- 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 building maintenance. Director Fuentes-Real stated that the billing had been received for Director bonds. Debra Conkle stated that the Bexar County Elections department will be using the building on March 3, May 2, May 26 and 11/3/2020. Mr. Echevarria stated that the HOA would need the building on February 9, 2020 for the annual meeting. Debra Conkle informed the Board that she had been in contact with Alicia Parades, who was still interested in handling 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.

- III. (C.) DISCUSSION AND ACTION REGARDING RIGHT OF ENTRY REQUESTED RECEIVED BY THE TEXAS DEPARTMENT OF TRANSPORTATION

The following correspondence was presented to the Board for their review and approval. After a brief discussion Director Ferguson moved that the request be approved as presented. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.



125 EAST 11TH STREET, AUSTIN, TEXAS 78701-2483 | 512.463.8588 | WWW.TXDOT.GOV

**Regarding: San Antonio District – Highway Improvement Project
SH 16 from LP 1604 to Triana Parkway in Bexar County
Right-of-Entry Request**

Bexar County Appraisal District Property ID: 247123, 247130

Dear SAN ANTONIO MUNICIPAL UTILITY DISTRICT # 1,

The Texas Department of Transportation (TxDOT), San Antonio District, has contracted Pape-Dawson Consulting Engineers, Inc., VRX, Inc., The Rios Group, Inc., Poznecki-Camarillo, Inc., Inland Geodetics, I.I.C. Gorrondona & Associates, Inc., Entech Civil Engineers, Inc., and AMATerra Environmental, Inc. to provide design, environmental, subsurface engineering and surveying services for the proposed highway improvement schematic design project referenced above. In order to proceed with the project, we will need to collect data within properties adjacent to the project.

We are requesting your permission to periodically enter your property referenced above to collect survey, geotechnical or environmental data at various times over the next three (3) years, during normal business hours. Consultants will be in company vehicles marked with their respective company name. Work may include shovel tests and/or backhoe trenching. Any open holes or trenches will be filled in the same day opened. Survey personnel will be obtaining boundary data to identify property corners, setting temporary panels to control aerial data collection or obtaining topographic survey data. A small amount of clearing or trimming by machete may be required to penetrate brushy areas. You will be notified by telephone prior to entrance onto your property. Be assured that entry into your property will be minimal, and any concerns or special instructions you may have regarding entry will be respected.

If you are in agreement, please sign and date the attached right-of-entry form and return it in the self-addressed, stamped envelope provided. An additional copy has been provided for your records.

If you have any questions or are requesting additional information, you may contact us in the following manner:

For access questions, please contact:

Angela M. Weller, R.P.L.S.

Pape-Dawson Engineers, Inc.

Office: 210-375-9000; Cell: 210-488-4502; Email: angelaweller@pape-dawson.com

For general design information and questions, please contact:

Liang Ding, P.E.

Texas Department of Transportation, San Antonio District

Office: 210-615-6145; Fax: 210-615-6115; Email: Liang.Ding@txdot.gov

Your assistance is greatly appreciated.

Respectfully,

Angela M. Weller, R.P.L.S.
Project Surveyor

OUR VALUES: People • Accountability • Trust • Honesty

OUR MISSION: Through collaboration and leadership, we deliver a safe, reliable, and integrated transportation system that enables the movement of people and goods.

An Equal Opportunity Employer

I/We hereby grant permission to representatives of Pape-Dawson Consulting Engineers, Inc., VRX, Inc., The Rios Group, Inc., Poznecki-Camarillo, Inc., Inland Geodetics, L.L.C. Gorrondona & Associates, Inc., Entech Civil Engineers, Inc., AMATerra Environmental, Inc. and TxDOT to enter my/our property for the purposes outlined above.

Bexar County Appraisal District Property ID: 247123, 247130

Name of Owner(s) (Please print)

Telephone Number

Name of Owner(s) (Please print)

Telephone Number

Signature of Owner(s)

Date

Signature of Owner(s)

Date

Please describe below any special concerns or instructions regarding entering or leaving the property:

OUR VALUES: People • Accountability • Trust • Honesty

OUR MISSION: Through collaboration and leadership, we deliver a safe, reliable, and integrated transportation system that enables the movement of people and goods

An Equal Opportunity Employer

S.A. MUD#1
1-08-2020

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

Mr. Berbiglia asked if the resurface of the tennis courts could be put on the next agenda.

Director Hooti stated that the PUD streets need work and is attempting to get enough signatures to have the County to do something about them.

JT Chapin suggested calling the Fire Marshall for the Fire Chief of District 7 for a safety inspection of the street and/or talk to the County Commissioner.

Director Hooti stated that he had information on a possible new attorney and would forward such to Debra Conkle.

Director Ferguson stated that he was not happy with the "holiday schedule" for waste collection and the miscommunication. He stated that he wants to send a letter to the regional manager of Waste Management and/or not pay for one week of service.

Director Ferguson questioned why Spectrum was available in Shadow Canyon and not San Antonio Ranch. President Kuhn informed him that no above ground utilities are available within the subdivision.

Mr. Echevarria stated that the wild hogs are out of control and even struck his vehicle. Several different remedies were given from repellent to a corral. Mr. Echevarria was asked to seek guidance from the HOA.

Mr. Echevarria stated that the median across from the swimming pool needs to be mowed and that the HOA would like to pay the MUD to have the pool property mowed.

The board was informed that the house on Lago Vista with past issues has been sold.

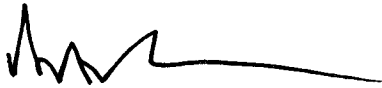
S.A. MUD#1
1-08-2020

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)