

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

AUGUST 11, 2021

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 August 2021, with the following member's present to-with:

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

and Dale Ferguson absent, thus constituting a quorum. Also present were Debra Conkle, Office Manager, John Bartholmae and Jim Berbiglia, 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 MEETINGS HELD
JULY 14, 2021**
- 2. REPORT CONCERNING JUNE 2021 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.

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

JULY 14, 2021

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 July 2021, with the following member's present to-with:

Zulema Fuentes-Real, Vice-President
Bill Burn, Treasurer
Dale Ferguson, Director

Robert Kuhn and Max Hooti absent, thus constituting a quorum. Also present were Debra Conkle, Office Manager, John Bartholmae, Jim Berbiglia and Carol and Ruben Fausto, San Antonio Ranch residents.

Vice-President Fuentes-Real 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 MEETINGS HELD
JUNE 9, 2021**
- 2. REPORT CONCERNING MAY 2021 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.

S.A. MUD#1
7-14-2021

II. STATUS REPORTS:

II. (A.) DISCUSSION REGARDING 2020/2021 PROJECTS/PLANS

1. Ranch Parkway Fencing
2. Pressure Wash MUD Building

No action was taken on this item at this time.

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

1. PROPERTY MAINTENANCE
2. UNLAWFUL DUMPING

It was reported Galik Construction had mowed a month ago and that there had been no unlawful dumping.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

It was mentioned that an electrician is needed to repair the outside lighting. However, no action was taken

III. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

Vice-President Fuentes-Real stated that there is no new news on this subject.

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

II. (F.) SECURITY - GENERAL

II. (G.) PUBLIC RELATIONS

Debra Conkle informed the Board that there had been one request, but she had not received any further contact. She also stated that the HOA is behind in the payments for use of the MUD Building. There was no new news on the other subjects.

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. He also noted that Norton Rose and Fulbright are listed as Guarantor on these documents and as Norton Rose and Fulbright are no longer the District Legal Counsel, he will reach out to DNRBZ to obtain an estimate of cost to take over this responsibility.

S.A. MUD#1
7-14-2021

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

There was no new information to report on this item currently.

III. (C.) DISCUSSION REGARDING TRASH AND RECYCLING CONTAINERS

Director Ferguson stated that in his opinion the District should keep the current service. The other option is a 96-gallon container, and each resident would have to have 2 each. After a brief discussion, Director Ferguson moved that the District keep the current service. Director Burn seconded the motion, which passed by unanimous vote of the Directors present.

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

There was a concern regarding tall grass on what may or may not be a greenbelt. Also a comment that for 3 or more mornings a mosquito spray truck had come through the neighborhood.

There being no further business, the meeting was adjourned at 6:49.

Zulema Fuentes-Real, Vice-President
San Antonio Municipal Utility District No. 1

ATTEST:

Bill Burn, Treasurer
San Antonio Municipal Utility District No. 1

(seal)

SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
 REPORT OF OPERATIONS
 8/11/2021

REVENUES

Collections this period (Maint. Tax)	6/21	\$6,864.91
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Miscellaneous Revenue:

TOTAL REVENUE THIS PERIOD		\$6,864.91
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EXPENSES

Auditing		\$0.00
Waste Management		\$4,528.70
AT & T Mobility		\$65.58
AT & T U-Verse		\$79.93
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$36.31
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$100.00 ***
DIRECTORS FEES:		
B. BURN		
R. KUHN		
Z. FUENTES-REAL		
D. FERGUSON		
M. HOOTI		
PROPERTY MAINTENANCE		\$0.00
LEGAL FEES		\$0.00
INSURANCE		\$0.00
OFFICE MANAGER		\$1,770.96 **
PETTY CASH		\$0.00
MISCELLANEOUS:		\$0.00
City Public Service - Street Light		\$23.15
IRS Payroll Deposit August 2021		\$450.40
Darla Harlos - Office Cleaning - August 2021		\$100.00
Bexar Appraisal District - 4th Quarter 2021		\$310.00
Robert Kuhn - Reimb Pressure Washing		\$23.36
Blank Checks for Mowing & Yucca Removal		

TOTAL EXPENSES FOR THIS PERIOD:		\$7,488.39
REVENUES MINUS EXPENSES THIS PERIOD		(\$623.48)

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 REPORT OF OPERATIONS
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
 8/11/2021

NOTES:

** Previously Paid

*** Pending Invoice

**** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

FROM	TO		AMOUNT
1. FROST CLEARING	FROST OPERATING	check	\$6,864.91
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	\$2,235.96
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	\$50,000.00
9. FROST OPERATING	TEX POOL OPERATING	WIRE	
10. TEX POOL DEBT SERVICE	FROST DEBT SERVICE	WIRE	
TOTAL TAX CLEARING & FUND TRANSFERS			----- \$59,100.87

DEBT SERVICE EXPENDITURES:

BOND COUPON PAYMENT 9/1/2021	\$30,150.00
Total Debt Service Expenditures	----- \$30,150.00

S.A. MUD#1
8-11-2021

II. STATUS REPORTS:

II. (A.) DISCUSSION REGARDING 2020/2021 PROJECTS/PLANS

1. Ranch Parkway Fencing
2. Pressure Wash MUD Building

President Kuhn informed the Board that both items have been completed and some masonry work will need to be made.

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

1. PROPERTY MAINTENANCE
2. UNLAWFUL DUMPING

It was reported Galik Construction would be mowing this week. A discussion was held regarding spraying for weeds, and it was the consensus of the Board that Directors Kuhn and Hooti along with John Bartholomae would spray after Ronnie Galik is finished mowing.

It was also reported that there had been some dumping on Wildlake.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

III. (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 no new news on these items currently.

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. He also noted that Norton Rose and Fulbright are listed as Guarantor on these documents and as Norton Rose and Fulbright are no longer the District Legal Counsel, he will reach out to DNRBZ to obtain an estimate of cost to take over this responsibility.

S.A. MUD#1
8-11-2021

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

There was no new information to report on this item currently.

**IV. (A.) DISCUSSION AND POSSIBLE ACTION REGARDING POSSIBLE
COMMUNITY BRUSH COLLECTION**

A discussion was held regarding the cost of roll offs for the brush collection. The range is \$700 - \$800.00. Mr. Bartholomae stated that he would bring this up at the next HOA meeting and try to get estimate how many residents would be interested in this.

**IV. (B.) DISCUSSION AND ACTION REGARDING TRANSFERRING FUNDS TO
SUBSIDIZE THE DEBT SERVICE FUND**

A brief discussion was held, and Director Hooti moved that the Board authorize President Kuhn to transfer \$50,000.00 from the General Operating Fund to the Debt Service Fund to subsidize the Debt Service obligations. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.

**IV. (C.) DISCUSSION AND APPROVAL OF THE BOND COUPON PAYMENT DUE
SEPTEMBER 1, 2021**

Debra Conkle submitted the following correspondence from the Bank of New York regarding the Bond Coupon Payment Due September 1, 2021. Director Fuentes-Real moved that the Board authorize President Kuhn to transfer \$30,150.00 from the Debt Service Fund to the Bank of New York prior to September 1, 2021. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.



BNY MELLON



The Bank of New York Mellon
Corporate Trust
2001 Bryan St., 11th Floor
Dallas, TX 75201

Date: July 07, 2021
Loan#: 3615A
RE : SAN ANTONIO MUD #1 1997

000003 XBNYMM01 000000
SAN ANTONIO MUNICIPAL UTILITY DIST #1
ATTN DEBRA C GRAVES
PO BOX 696
HELOTES, TX 78023



000003

Please be advised that payment in the amount of \$30,150.00 is due on 09/01/2021 for SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1 SERIES 1997. The bondholder payment date is 09/01/2021. The details of the amount due are as follows:

	<i>Amount in Dollars(\$)</i>
Principal	\$0.00
Interest	\$30,150.00
Total Amount Due	\$30,150.00

Refer to your governing docs for payment date rules

In order for us to ensure timely payments to Bondholders, funds must be sent in accordance with the instructions below.

If paying by wire, please include your account and loan number.

If paying by check, please include your account and loan number on your check.

For DTCC eligible issues: FAILURE TO COMPLY WITH THE DTCC SAME DAY FUNDS SETTLEMENT (SDFS) REQUIREMENTS MAY RESULT IN LATE PAYMENT TO HOLDERS, LATE FEES AND LOSS OF DTCC ELIGIBILITY.

If you are not in agreement with the information detailed on this bill, please contact ANA BABIC at 12146783701 or by email at Ana.Babic@bnymellon.com.

E

-----PLEASE DETACH AND REMIT WITH CHECK PAYMENT-----

Payment Instructions:
Wire Payments must be received by BNY Mellon before 11:00 E.S.T. on 09/01/2021.
The Bank of New York Mellon
ABA#: 021000018
IMMS#: 5335058400
Loan Account#: 3615A

Check Payment Address:
Check payments must be received by BNY Mellon 5 business days prior to 09/01/2021.
The Bank of New York Mellon
Debt Service Billing-Direct Pays
P.O. Box 392005
Pittsburgh, PA 15251-9005

Amount Due: \$30,150.00

000003 XBNYMM01 000003

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S.A. MUD#1
8-11-2021

**IV. (D.) DISCUSSION AND ACTION REGARDING APPROVAL OF PROPOSED
BEXAR COUNTY TAX ASSESS/COLLECTOR FEE FOR THE 2021 TAX YEAR**

Debra Conkle presented the following correspondence from the Bexar County Tax Office regarding the 2021 Tax Assessor/Collector Fee. She stated that the fee would increase from \$1.81 per account to \$1.86 per account. Director Burn moved that the Board approve the proposed 2021 Tax Assessor/Collector Fee. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.



Albert Uresti, MPA, PCC
Office of the Tax Assessor - Collector

August 03, 2021

Ms. Debra Graves, Office Manager
San Antonio MUD #1
P.O. Box 696
Helotes, Texas 78023

Dear Ms. Graves:

The proposed cost per account for the 2021 tax roll year has been calculated and reviewed by the Bexar County Auditor. The proposed cost per account for the 2021 tax roll year is **\$1.86**.

The cost per account proposed figure will go to Commissioners Court for approval on August 10, 2021.

Please sign and return this letter in the enclosed envelope.

If you have any questions, please contact me personally, or Mr. Stephen W. Palacios, Chief Deputy, at 210-335-6553.

Sincerely,

Albert Uresti, MPA, PCAC
Tax Assessor-Collector
Bexar County

AU/ea

Enclosures

Signature

Robert Wukay

Printed Name

President

Title

S.A. MUD#1
8-11-2021

IV. (E.) DISCUSSION AND ACTION REGARDING THE 2020 DELINQUENT TAX ROLL

Debra Conkle presented the following correspondence from the Bexar County Tax Office regarding the 2020 Delinquent Tax Roll. She stated that the total amount of delinquent taxes from 1999 to 2020 is \$28,799.07. It was the consensus of the Board to approve the 2020 Delinquent Tax Roll as presented.



Albert Uresti, MPA, PCC
Office of the Tax Assessor - Collector

August 03, 2021

Ms. Debra Graves, Office Manager
San Antonio MUD # 1
P.O. Box 696
Helotes, Texas 78023

Dear Ms. Graves:

Enclosed is a CD with your Delinquent Tax Roll for tax year 2020, which has been prepared for your taxing jurisdiction according to the Property Tax Code.

If our office can be of any assistance, contact Mr. Stephen W. Palacios at 210-335-6553.

Sincerely,

A handwritten signature in black ink, appearing to read "Albert Uresti".

Albert Uresti, MPA, PCAC
Tax Assessor- Collector
Bexar County

AU/ea Handwritten initials "ea" in black ink.

Enclosure

TAX COLLECTION SYSTEM
DELINQUENT TAX ROLL
AS OF 07/07/2021
SAN ANTONIO MUD #1

JR YEAR	LEVY	LEVY PAID	LEVY BALANCE
0085 1999 AND PRIOR YEARS	24.98	0.00	24.98
0085 2000	11.25	0.00	11.25
0085 2001	72.63	0.00	72.63
0085 2002	72.63	0.00	72.63
0085 2003	73.56	0.00	73.56
0085 2004	71.61	0.00	71.61
0085 2005	373.29	59.29	314.00
0085 2006	226.47	0.00	226.47
0085 2007	206.10	0.00	206.10
0085 2008	247.29	0.00	247.29
0085 2009	237.53	0.00	237.53
0085 2010	106.92	0.00	106.92
0085 2011	89.81	0.00	89.81
0085 2012	753.19	171.10	582.09
0085 2013	6,446.41	328.45	6,119.96
0085 2014	807.10	0.00	807.10
0085 2015	899.05	0.00	899.05
0085 2016	2,312.15	1,500.45	811.70
0085 2017	863.17	0.00	863.17
0085 2018	2,649.75	0.00	2,649.75
0085 2019	3,155.34	271.60	2,883.74
0085 2020	9,096.84	1,017.46	8,079.38
0085 TOTALS FOR THIS JURISDICTION	28,799.07	3,348.35	25,450.72
0000 GRAND TOTALS FOR ALL JURISDICTIONS	28,799.07	3,348.35	25,450.72
TOTAL COUNT OF DELINQUENT ACCOUNTS=	57		

S.A. MUD#1
8-11-2021

IV. (F.) DISCUSSION AND NECESSARY ACTION REGARDING SETTING THE 2021/2022 OPERATIONS AND MAINTENANCE BUDGET

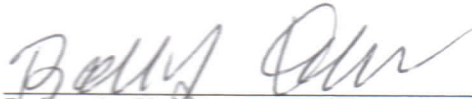
IV. (G.) DISCUSSION AND NECESSARY ACTION REGARDING SETTING THE 2021 DEBT SERVICE AND OPERATIONS AND MAINTENANCE TAX RATES

Debra Conkle informed the Board that Tim Kelley, Financial Advisor had prepared the preliminary tax rate documents and she had prepared a draft Operations and Maintenance Budget for the Board's information. However, since then Bexar Appraisal District had updated the 2021 Certified Taxable Values and the all the documentation would need to be updated as well.

She informed the Board that a special meeting would need to be set in order to vote on a proposed tax rate to be published at least (7) days prior to the regular meeting on September 8, 2021. It was the consensus of the Board to hold the special meeting on August 19, 2020 at 6:30p.m.

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

There being no further business, the meeting was adjourned at 7:18.



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

ATTEST:


Max Hooti, Secretary
San Antonio Municipal Utility District No. 1

(seal)