

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

OCTOBER 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 October 2023, with the following member's present to-with:

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

and Bill Burn absent, thus constituting a quorum. Also present were Debra Conkle, Executive Administrator, John Bartholomae, Jim Berbiglia, Julie Zapata, Chris Lauderdale, Trey Fernandez, Dan Gonzales, Craig Hall and Liz, 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 MEETINGS HELD
SEPTEMBER 13, 2023**
- 2. REPORT CONCERNING AUGUST 2023 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 Hooti seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:

- II. (A.) DISCUSSION REGARDING 2023/2024 PROJECTS/PLANS**
- 1. MUD BUILDING PARKING LOT RESEAL**

It was noted that this project will begin when the SAWS Sewer Project is complete.

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

SEPTEMBER 13, 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 13th day of September 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, John Bartholomae, Julie Zapata, Dan Gonzales and Craig Hall, 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 MEETINGS HELD AUGUST 9 AND AUGUST 23, 2023**
- 2. REPORT CONCERNING JULY 2023 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 2023/2024 PROJECTS/PLANS

Mowing from Mountain Climb to Apacheria, cost estimate \$500.00.

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 the Tennis Court Park Lot Reseal project has been completed.

S.A. MUD#1
9-13-2023

2. UNLAWFUL DUMPING

It was noted that between the MUD, the HOA and Bexar County public works, no one has taken or will take responsibility for the unlawful dumping of construction debris.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

The toilet in the bathroom is leaking.

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

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

Debra Conkle reported that the building had been rented for October 16 and that the Bexar County Elections Department has requested to use the building on November 7, 2023.

III. UNFINISHED BUSINESS

IV. NEW BUSINESS

IV. (A.) DISCUSSION AND ACTION REGARDING THE 2022 DELINQUENT TAX ROLL

Debra Conkle presented the following correspondence from the Bexar County Tax Office regarding the 2022 Delinquent Tax Roll. She stated that the total amount of delinquent taxes from 1989 to 2022 is \$48,373.65. It was the consensus of the Board to approve the 2021 Delinquent Tax Roll as presented.

S.A. MUD#1
9-13-2023

**IV. (B.) DISCUSSION AND NECESSARY ACTION REGARDING APPROVAL OF
2023 AUDIT ENGAGEMENT LETTER**

Debra Conkle submitted the following correspondence from Haynie & Company for the Board's review and acceptance. Director Burn moved that the Board accept the 2023 Audit Engagement Letter as presented with a fee of \$18,500.00. Director Ferguson seconded the motion, which passed by unanimous vote of the Directors present.

That 2023 Audit Engagement Letter thus accepted is as follows:

S.A. MUD#1
9-13-2023

IV. (C.) CONDUCT PUBLIC HEARING REGARDING 2023 TAX RATE

President Kuhn opened the public hearing at 6:39pm. Debra Conkle stated that in accordance with the publication on August 25, 2023, the Board anticipated setting the Debt Service tax rate at .0000 and the Operations and Maintenance tax rate at .3153. For a total tax rate of \$.3153 per \$100.00 of valuation.

She then asked if any of the people in attendance had any questions or comments regarding the proposed tax rate.

There were no questions or comments at the time. President Kuhn closed the public hearing at 6:43 pm.

IV. (D.) CONSIDERATION AND APPROVAL OF AN ORDER BY THE BOARD OF DIRECTORS OF THE SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1 OF BEXAR COUNTY, TEXAS LEVYING AN AD VALOREM TAX FOR THE CURRENT TAX YEAR ON ALL TAXABLE PROPERTY LOCATED WITHIN THE DISTRICT IN ACCORDANCE WITH THE PROVISIONS OF THE TEXAS PROPERTY TAX CODE, AS AMENDED, AND OTHER MATTERS IN CONNECTIONS THEREWITH

Debra Conkle presented the following 2023 Tax Rate Order Setting the Debt service Tax Rate at .0000 and the Operations and Maintenance Tax Rate at .3153 for a total tax rate of .3153 for the Board's approval. Director Burn moved that the Board approve the 2023 Tax Rate Order as presented. Director Ferguson seconded the motion, which passed by unanimous vote of the Directors present.

It is important to note that the Boards position is to not levy Debt Service taxes during the last years of the bond payments.

That Order Setting the 2023 Tax Rates thus approved is as follows:

S.A. MUD#1
9-13-2023

**IV. (E.) DISCUSSION AND ACTION REGARDING APPROVAL OF 2023/2024
OPERATIONS AND MAINTENANCE BUDGET**

Debra Conkle submitted the following draft 2023/2024 Operations and Maintenance budget for the Board's review. Director Ferguson moved that the Board accept the 2023/2024 Budget as presented. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

That 2023/2024 Operations and Maintenance Budget thus approved is as follows:

S.A. MUD#1
9-13-2023

IV. (F.) DISCUSSION AND ACTION REGARDING AMENDMENT TO DISTRICT INFORMATION FORM

Debra Conkle presented the following Amendment to District Information Form for the Board's approval. Director Fuentes-Real moved that the Board approve the District Information Form as presented. Director Burn seconded the motion, which passed unanimously by the Directors present.

That Amendment to District Information Form thus approved is as follows:

S.A. MUD#1
9-13-2023

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

President Kuhn presented the following correspondence for the Board's information.

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

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

ATTEST:

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

(seal)

TAX COLLECTIONS DISTRIBUTION DEPOSITS: 10/12/2023 \$1,719.27

DATE: 10/11/2013 August 2023 Tax Collections

RECEIVED:	TAX	P&I	AMT FEE	OTHER	TOTAL COLLECTIONS	LESS ATTORNEY FEE	AMT FEE	PAI	REFUNDS/TAX ASSESSOR FEE	BALANCE	REMITTED
Y2001	\$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	
Y2003	\$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	
Y2005	\$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	
Y2007	\$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	
Y2009	\$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	
Y2011	\$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	
Y2013	\$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	
Y2015	\$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	
Y2017	\$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	
Y2019	\$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	
Y2021	\$32.32	\$6.00	\$5.08		\$43.60		\$43.60	(\$5.08)	\$38.52	\$38.52	
Y2022	\$1,475.44	\$204.31	\$250.28		\$1,930.03		\$1,930.03	(\$250.28)	\$680.75	\$680.75	
TOTAL	\$1,508.96	\$210.31	\$255.36	\$0.00	\$1,974.63		\$1,974.63	(\$255.36)	\$719.27	\$719.27	\$1,719.27

YEAR MAINT. TAX	P&I	AMT FEE	FEE/REFUND	D S TAX	PAI	AMT FEE	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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Y2021	\$24.47	\$4.51	(\$3.82)	\$8.05	\$1.49	\$1.26	(\$1.26)	\$38.52
Y2022	\$1,076.62	\$148.98	(\$182.50)	\$399.82	\$55.33	\$67.78	(\$67.78)	\$1,680.75
TOTAL	\$1,101.09	\$153.50	(\$186.33)	\$407.87	\$56.81	\$69.03	(\$69.03)	\$1,719.27

TOTAL AMT DUE	LESS:	TOTAL AMT
\$1,440.91	ATTORNEY FEE	\$1,974.63
	TAX ASSESSOR FEE	
	REFUNDS/REVERALS	
	AMT FOR DSF DEPOSIT:	
	TOTAL =	\$0.00
		\$1,719.27

SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
REPORT OF OPERATIONS
10/11/2023

REVENUES

Collections this period (Maint. Tax)	8/23	\$1,254.58
Miscellaneous Revenue:		
MUD Building Rental Fees		
TOTAL REVENUE THIS PERIOD		\$1,254.58

EXPENSES

Auditing		\$5,170.00
Waste Connections		\$65.66
AT & T Mobility		\$118.28
AT & T U-Verse		
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$100.40
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$411.69
DIRECTORS FEES:		
B. BURN		
R. KUHN		
Z. FUENTES-REAL		
D. FERGUSON		
M. HOOTI		
PROPERTY MAINTENANCE		
LEGAL FEES		
INSURANCE	THIS IS A HUGE INCREASE	\$4,823.56
EXECUTIVE ADMINISTRATOR NOVEMBER 2023		\$2,276.36 **
PETTY CASH		\$102.00
MISCELLANEOUS:		
City Public Service - Street Light		\$26.27
IRS Payroll Deposit September 2023		\$577.36
Sage 50 Annual Subscription		\$993.00
Fred Kempf - Shredding		
Max Hooti - Reimbursement Toilet Repair Parts		\$116.70

TOTAL EXPENSES FOR THIS PERIOD:		\$14,781.28
REVENUES MINUS EXPENSES THIS PERIOD		(\$13,526.70)

PAGE 2
 REPORT OF OPERATIONS
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
 10/11/2023

NOTES:

** Previously Paid

*** Pending Invoice

**** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

FROM	TO	AMOUNT
1. FROST CLEARING	TEX POOL OPERATING	CHECK
2. FROST CLEARING	TEX POOL OPERATING	WIRE \$1,254.58
3. FROST CLEARING	TEX POOL DEBT SERVI	WIRE \$464.69
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		\$1,719.27

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures \$0.00

S.A. MUD#1
10-11-2023

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

1. PROPERTY MAINTENANCE
2. UNLAWFUL DUMPING

It was reported that shredding the front acreage and mowing at Apacheria had been completed at a cost of \$500.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

Debra Conkle informed the Board that the water bill was over \$400 due to the leaking toilet. It was the consensus of the Board that she contact SAWS for a rebate as Director Hooti had repaired both toilets and presented receipts for reimbursement.

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

Debra Conkle informed the Board that the annual insurance invoice had been received and was almost double from last year. It was the consensus of the Board that Director Fuentes-Real contact Texas Municipal League regarding this increase.

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

Debra Conkle reported that the building had been rented for October 16 and that the Bexar County Elections Department has requested to use the building on November 7, 2023.

III. UNFINISHED BUSINESS

IV. NEW BUSINESS

IV. (A.) DISCUSSION AND ACTION REGARDING "NON-COLLATERALIZATION" ADDENDUM AGREEMENT WITH FROST BANK

Debra Conkle submitted the following Agreement for the Boards review and approval. Director Hooti moved to approve the agreement as presented. Director Ferguson seconded the motion, which passed unanimously by the Directors present.

That "Non-Collateralization" Addendum Agreement thus approved is as follows:



**ADDENDUM TO
FROST BANK DEPOSIT ACCOUNT AGREEMENT
AND OTHER DISCLOSURES**

This first addendum (the "Addendum") to the Frost Bank Deposit Account Agreement and Other Disclosures (the "Agreement") is made and entered into as of the October 4, 2023 (the "Effective Date"), executed by and between Frost Bank (the "Bank") and SAN ANTONIO MUD #1 (the "Customer"). Capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement.

WHEREAS, Customer and Bank hereto now desire to amend the Agreement as set forth herein;

NOW, THEREFORE, in consideration of the foregoing, of mutual promises of the parties hereto and of other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties agree to amend the Agreement as follows:

1. Customer represents and warrants that it is a local government entity, school district, Texas state agency, or other governmental entity that is subject to the provisions of Tex. Gov't Code Chapter 2256 (Texas Public Funds Investment Act).
2. Bank has offered, and Customer expressly waives, collateralization of public funds services to be provided by Bank for Customer's public funds on deposit with Bank because either:
 - (a) Customer represents and warrants that Customer will never allow their account balance within a single Bank deposit account to exceed the standard maximum amount of Federal Deposit Insurance Corporation ("FDIC") insurance coverage for funds on deposit in a single bank account, which is currently \$250,000, per legal category of account ownership ("SMDIA"), and therefore, the public funds collateralization requirements under Tex. Gov't Code 2257 § 2257.022 (a) are and will remain at \$0.00; or
 - (b) Customer itself will transfer any funds in excess of the SMDIA (which is currently \$250,000) in a single deposit account at Bank to another financial institution with whom Customer has a separate bank account, and such separate financial institution is providing the collateralization of public funds services in accordance with Tex. Gov't Code Chapter 2257 (Collateral For Public Funds Act).
3. **CUSTOMER UNDERSTANDS AND AGREES THAT BY WAIVING THE COLLATERALIZATION OF PUBLIC FUNDS SERVICES FROM FROST BANK FOR EITHER OF THE REASONS STATED IN SECTION 2 ABOVE, CUSTOMER IS PRECLUDED FROM ASSERTING ANY CLAIMS AGAINST BANK THAT ARISE IN ANY WAY, DIRECTLY OR INDIRECTLY, FROM CUSTOMER'S DECISION NOT TO UTILIZE BANK'S COLLATERALIZATION OF PUBLIC FUNDS SERVICES. BY ENTERING INTO THIS ADDENDUM AND VOLUNTARILY OPTING OUT OF BANK'S COLLATERALIZATION OF PUBLIC FUNDS SERVICES, CUSTOMER AGREES TO FULLY ASSUME ALL RISK ASSOCIATED WITH FAILING TO USE SUCH SERVICES.**

[Remainder of page intentionally left blank]

Except as expressly modified herein, all other provisions of the Agreement remain in full force and effect.

FROST BANK

By: 
Officer Signature

Name: Brandon LaField

Title: Assistant Vice President

Date: 10/13/2023

SAN ANTONIO MUD #1

By: 
Signature

Name: Robert Kuhn

Title: President

Date: 10/11/23

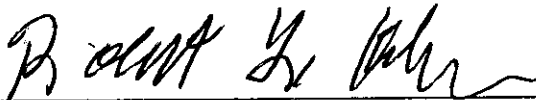
S.A. MUD#1
10-11-2023

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

It was reported that Director Hooti and Ty Matthews met with San Geronimo Paving and were given a bid of \$237,000 to repair the streets in the PUD. They are hoping that Grey Forest Utilities will reimburse more than 20% of the cost.

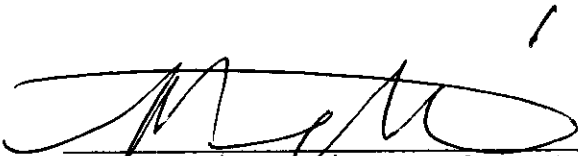
President Kuhn stated that he has a call into the State regarding the traffic signal timing at the subdivision entrance.

There being no further business, the meeting was adjourned at 6:48 p.m.



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

ATTEST:



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

(seal)