

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

**FEBRUARY 12, 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 12th day of February 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, Jeff Kuhn of Norton, Rose and Fulbright, Legal Counsel, John Boekweg of Haynie & Company, Auditor and Jim Berbiglia, San Antonio Ranch resident.

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

**IV. (C.) REVIEW AND APPROVAL OF 2019 AUDIT**

Mr. Boekweg presented the 2019 Audit to the Board for their review. He briefed the board on the audit as presented. Director Ferguson noted a discrepancy of page 25 that stated the District was located in the ETJ of the City of San Antonio, when, in fact, the District is located in the ETJ of the City of Helotes. After a brief discussion, Director Fuentes-Real moved that the 2019 Audit be approved as corrected. Director Hooti seconded the motion, and the motion passed by unanimous vote of the Directors present. The audit was executed and notarized and Mr. Boekweg stated that it would be corrected and sent to Austin tomorrow.

That 2019 Audit thus approved is as follows:

S.A. MUD#1  
2-12-2020

**IV. (D.) CONSIDERATION AND APPOINTMENT OF AGENT**

Jeff Kuhn submitted the following Order Appointing Agent and Certificate of Secretary for the Boards review and approval. Jeff explained that the Board would need to appoint someone to "manage" the documents of the election. The board normally appoints the Office Manager, Debra Conkle and Legal Counsel, Jeff Kuhn. After a brief discussion, Director Ferguson moved that the Board appoint Debra Conkle and Jeff Kuhn as Agent and that the Order Appointing Agent be approved as presented. Director Burn seconded the motion, which passed by unanimous vote of the Directors present.

That Order Appointing Agent thus approved is as follows:

**CERTIFICATE OF SECRETARY**

THE STATE OF TEXAS                   §  
  §  
COUNTY OF BEXAR                   §  
  §  
SAN ANTONIO MUNICIPAL UTILITY   §  
DISTRICT NO. 1                       §

THE UNDERSIGNED HEREBY CERTIFIES that:

1. On the 12<sup>th</sup> day of February, 2020, the Board of Directors (the *Board*) of the San Antonio Municipal Utility District No. 1 (the *District*) convened in regular session at the regular meeting place of the District (the *Meeting*), the duly constituted members of the Board being as follows:

Robert L. Kuhn	President
Zulema Fuentes-Real	Vice President
Dale Ferguson	Secretary
William (Bill) R. Burn	Treasurer
Max Hooti	Assistant Secretary

and all of such persons were present at the Meeting, except the following: None, thus constituting a quorum. Among other business considered at the Meeting, the attached appointment (the *Appointment*) entitled:

APPOINTMENT OF AGENT FOR THE 2020 DIRECTORS ELECTION

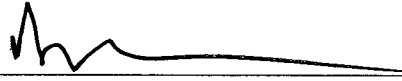
was introduced and submitted to the Board for passage and adoption. After presentation and due consideration of the Appointment, a motion was made by Director Ferguson that the Appointment be finally passed and adopted. The motion was seconded by Director Burn and carried by the following vote:

5 voted "For"    0 voted "Against"    0 abstained

all as shown in the official Minutes of the Board for the Meeting.

2. The attached Appointment is a true and correct copy of the original on file in the official records of the District; the duly qualified and acting members of the Board of the District on the date of the Meeting are those persons shown above, and, according to the records of my office, each member of the Board was given actual notice of the time, place, and purpose of the Meeting and had actual notice that the Appointment would be considered; and the Meeting and deliberation of the aforesaid public business, was open to the public and written notice of said meeting, including the subject of the Appointment, was posted and given in advance thereof in compliance with the provisions of Chapter 551, as amended, Texas Government Code and the Texas Water Code.

IN WITNESS WHEREOF, I have signed my name officially and affixed the seal of the District, this 12<sup>th</sup> day of February, 2020.



Secretary, Board of Directors

(DISTRICT SEAL)



**APPOINTMENT OF AGENT FOR THE 2020 DIRECTORS ELECTION**

WHEREAS, San Antonio Municipal Utility District No. 1 (the "District") is required to hold a Directors Election on the first Saturday in May of even numbered years for each open position unless the candidate for such position is unopposed; and

WHEREAS, pursuant to Section 31.123 of the Texas Election Code, if the Secretary of the Board of Directors does not maintain an office, the Secretary is required to appoint an agent (i) to maintain office hours, (ii) to maintain the documents, records, and other papers relating to the election, (iii) to receive any personally delivered document relating to the election that the Secretary of the Board of Directors is authorized or required to receive; and (iv) to make available for inspection and copying documents, records and other papers that are required to be maintained in the agent's office, subject to approval of the Board of Directors (the "Board"); and

WHEREAS, pursuant to Section 49.109 of the Texas Water Code, the Board may appoint a person, including a District officer, employee or consultant, to serve as the District's agent under Section 31.123, Texas Election Code;

**NOW, THEREFORE, BE IT KNOWN THAT:**


1. The Secretary of the Board hereby appoints and ratifies W. Jeffrey Kuhn of Norton Rose Fulbright US LLP and Debra Conkle as the Secretary's agents to perform the duties provided by Section 31.123 of the Election Code and to perform any other ministerial duties in connection with the election that may lawfully be performed by such agents, and the Board approves and ratifies such appointment.

2. The Board hereby appoints and ratifies W. Jeffrey Kuhn of Norton Rose Fulbright US LLP, a member of Norton Rose Fulbright, and Debra Conkle as the District's agent to perform the duties provided by Section 31.123 of the Election Code and to perform any other ministerial duties in connection with the election that may lawfully be performed by such agents.

3. The Secretary and the Board hereby confirm and ratify all actions previously taken by such agent in connection with the 2020 Directors Election.

**DATED** this 12<sup>th</sup> day of February, 2020.

  
\_\_\_\_\_  
President, Board of Directors

  
\_\_\_\_\_  
Secretary, Board of Directors

S.A. MUD#1  
2-12-2020

**IV. (E.) CONSIDERATION AND APPROVAL OF AN ORDER CALLING A DIRECTORS ELECTION; OTHER RESOLUTIONS RELATED THERETO; AND OTHER MATTERS IN CONNECTION THEREWITH**

Jeff Kuhn presented the following Order Calling a Directors Election for the Boards review and approval. Jeff Kuhn informed the Board that terms of Bob Kuhn, Zulema Fuentes-Real and Bill Burn were expiring, and an election would be held in May if there were any other applicants.

After a brief discussion, Director Burn moved that the Board approve the Order as presented. Director Hooti seconded the motion, which passed by unanimous vote of the Director's present.

That Order Calling a Directors Election thus approved is as follows:

**CERTIFICATE OF SECRETARY**

THE STATE OF TEXAS                   §  
  §  
COUNTY OF BEXAR                   §  
  §  
SAN ANTONIO MUNICIPAL UTILITY   §  
DISTRICT NO. 1                       §

THE UNDERSIGNED HEREBY CERTIFIES that:

1. On the 12<sup>th</sup> day of February, 2020, the Board of Directors (the *Board*) of the San Antonio Municipal Utility District No. 1 (the *District*) convened in regular session at the regular meeting place of the District (the *Meeting*), the duly constituted members of the Board being as follows:

Robert L. Kuhn	President
Zulema Fuentes-Real	Vice President
Dale Ferguson	Secretary
William (Bill) R. Burn	Treasurer
Max Hooti	Assistant Secretary

and all of such persons were present at the Meeting, except the following: None, thus constituting a quorum. Among other business considered at the Meeting, the attached order (the *Order*) entitled:

ORDER CALLING DIRECTORS ELECTION

was introduced and submitted to the Board for passage and adoption. After presentation and due consideration of the Order, a motion was made by Director Burn that the Order be finally passed and adopted. The motion was seconded by Director Hooti and carried by the following vote:

5 voted "For" 0 voted "Against" 0 abstained

all as shown in the official Minutes of the Board for the Meeting.

2. The attached Order is a true and correct copy of the original on file in the official records of the District; the duly qualified and acting members of the Board of the District on the date of the Meeting are those persons shown above, and, according to the records of my office, each member of the Board was given actual notice of the time, place, and purpose of the Meeting and had actual notice that the Order would be considered; and the Meeting and deliberation of the aforesaid public business, was open to the public and written notice of said meeting, including the subject of the Order, was posted and given in advance thereof in compliance with the provisions of Chapter 551, as amended, Texas Government Code and the Texas Water Code.

IN WITNESS WHEREOF, I have signed my name officially and affixed the seal of the District, this 12<sup>th</sup> day of February, 2020.



Secretary, Board of Directors

(DISTRICT SEAL)



## ORDER CALLING DIRECTORS ELECTION

WHEREAS, San Antonio Municipal Utility District No. 1 (the "*District*") is required to hold a Directors Election on the first Saturday in May unless each candidate in the election is unopposed; and

WHEREAS, the Board of Directors (the "Board") of the District, pursuant to Chapter 31, Texas Election Code, is entering into Joint Election Agreement and contract for election services with Ms. Jacque Callanen, Elections Administrator (the "Administrator") for Bexar County, Texas; for purposes of providing election administration services on behalf of the District; and pursuant to Chapter 271, Texas Election Code, to conduct a joint election with the City of San Antonio, Texas and other political subdivisions within Bexar County, Texas (the "Joint Election Agreement and Contract for Election Services"); and

WHEREAS, the Board deems it necessary and appropriate to establish the procedures whereby such election may be held;

### **IT IS, THEREFORE, ORDERED BY THE BOARD THAT:**

1. Pursuant to Section 49.103 of the Texas Water Code and Section 41.001 of the Election Code, an election shall be held for the District on May 2, 2020, for the election of three (3) Directors for the District, each of whom shall serve a four-year term.

2. Except as otherwise provided herein, the presently existing boundaries and territory of the Election Precinct that is wholly or partially within the boundaries of the District is hereby designated and established as the voting precinct for the District for the Election, and shall constitute one election precinct for the election. The polls shall be open for voting on Election Day from 7:00 a.m. to 7:00 p.m. at:

**Bexar County Precinct Nos. 2154 and 2063**      **San Antonio Municipal Utility District No. 1**  
**16450 Wildlake**  
**Helotes, Texas 78023**

a place which the Board, after duly considering the requirements of the Texas Election Code, hereby finds to be a suitable public building and a proper place for conducting said election. The officers of the Election shall be those qualified individuals recommended and appointed by the Administrator as provided in the Joint Election Agreement and Contract for Election Services.

3. Early voting in such election by personal appearance shall be conducted at each of the early voting locations listed in Exhibit B being the designated early voting polling places as provided in the Joint Election Agreement and Contract for Election Services. The polls shall be open at each early voting location April 20, 2020 through April 28, 2020 (Monday through Tuesday) from 8:00 a.m. to 5:00 p.m.

4. The ballots for such election shall be prepared in sufficient number and in conformity with the Texas Election Code, as it may be amended from time to time, and shall be substantially as follows:

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SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

DIRECTORS ELECTION

MAY 2, 2020

OFFICIAL BALLOT

Vote for no more than three candidates of your choice by placing an "X" in the squares beside the candidates' names.

Director

Vote for none, one, two, or three

[ ] \_\_\_\_\_  
[ ] \_\_\_\_\_  
[ ] \_\_\_\_\_

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5. The personnel for the central counting station shall be those qualified individuals recommended and appointed by the Administrator as provided in the Joint Election Agreement and Contract for Election Services. Notice of the election will be given by posting notice of the election on the bulletin board within the District used for posting notices of the meetings of the Board at least 21 days before the election.

6. In the event the Secretary of the Board certifies that a candidate is unopposed for election to an office, the Board hereby determines that, pursuant to Sections 2.051 through 2.054 of the Election Code, it will declare such unopposed candidate elected to the office without an election. The Board adopts the practice of canceling elections when permitted pursuant to Sections 2.052 through 2.053 of the Election Code as part of its election practices for this election and subsequent elections, until and unless such procedure is changed by formal action of the Board.

7. The election shall be held and conducted in all respects as provided by applicable law. The election shall also be conducted pursuant to the terms and conditions of the Joint Election Agreement and Contract for Election Services. As provided in the Joint Election Agreement and Contract for Election Services, the Administrator shall serve as the joint custodian of record for all election returns and provide for the storage of election records as provided for in the Election Services Agreement. The Secretary of the Board hereby appoints and the Board approved the appointment of William Jeffrey Kuhn of Norton Rose Fulbright, LLP, as the Secretary's agent to perform the duties provided by Section 31.123 of the Election Code. At least 72 days prior to Election Day, the District, acting through the Board President, or the designee thereof, in coordination with the Administrator (or her designee), as necessary or desirable, will identify and formally approve the appointment of the Presiding Judges, Alternate Presiding Judges, Election Clerks, and all other election officials for the Election, together with any other necessary changes to election practices and procedures and can correct, modify, or change the Exhibits to this Order based upon the final locations and times agreed upon by the Administrator, the District, and the Participants to the extent permitted by applicable law.

8. Pursuant to the applicable provisions of the Texas Election Code, including but not limited to Chapter 31, Texas Election Code, the Board hereby authorizes and approves the Joint Election Agreement and Contract for Election Services presented or to be presented by the Administrator, and authorizes the Board's President to sign and the Board's Secretary to attest to such Joint Election Agreement and Contract for Election Services.

9. The Board's President and Secretary and the attorney for the District are hereby authorized and directed to make any filings required by the Federal Voting Rights Act, if any. The Board's President and Secretary and the attorney for the District are further authorized and directed to take any action necessary to comply with the provisions of the Texas Election Code, the Texas Water Code and the Federal Voting Rights Act and the terms and provisions of the Election Services Agreement and the Joint Election Agreement in carrying out the provisions of this Order, whether or not expressly authorized herein.

10. In the event that the District either does not hold an election or cancels its election, early voting by personal appearance in the Election shall occur at the aforementioned early voting locations. Election day voting will take place at the District's office located at 16450 Wildlake, Helotes, Texas 78023 from 7:00 a.m. to 7:00 p.m. The early voting clerk shall keep the early

voting places open between the hours of 8:00 a.m. to 6:00 p.m. (Monday through Saturday) and from 8:00 a.m. to 8:00 p.m. (Monday and Tuesday). To the extent available, balloting shall be by electronic ballot and by paper ballot if electronic balloting is unavailable.

11. The Board authorizes the Board President, or his/her designee, to negotiate and enter into one or more joint election agreements or contracts with the County, through its Administrator, and the Participants in accordance with the provisions of the Texas Election Code, as amended, and as necessary or desired, to make such technical modifications to this Order that are necessary for compliance with applicable State or federal law or to carry out the intent of the Board, as evidenced herein.

12. The officers of the Board are each authorized to evidence adoption of this Order and directed to do any and all things legal and necessary to hold such election and otherwise to carry out the intent hereof.

13. In case any provision in this Order shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

14. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Order for all purposes and are adopted as a part of the judgment and findings of the Board.

15. This Order shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

16. If any provision of this Order or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Order and the application of such provision to other persons and circumstances shall nevertheless be valid, and this Board hereby declares that this Order would have been enacted without such invalid provision.

17. It is officially found, determined, and declared that the meeting at which this Order was adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Order, was given, all as required by Chapter 551, as amended, Texas Government Code.

*[The remainder of this page intentionally left blank.]*

**EXHIBIT A**

**ELECTION PRECINCT AND ELECTION DAY POLLING LOCATION**

Election Day: Saturday, May 2, 2020

Election Day Polling Locations open from 7:00 a.m. to 7:00 p.m.

<b><u>Board Election Precinct</u></b>	<b><u>County Election Precincts</u></b>	<b><u>Polling Place</u></b>
1	2154 and 2063	San Antonio Municipal Utility District No. 1 16450 Wildlake Helotes, Texas 78023

## EXHIBIT B

### EARLY VOTING

**Early voting begins Monday, April 20, 2020 and ends on Tuesday, April 28, 2020**

Early Voting Clerk: Ms. Jacquelyn F. Callanen, 1103 S. Frio, Ste. 100, San Antonio, Texas 78207.

Presiding Judge of the Early Voting Ballot Board: to be determined by the Administrator.

Voters entitled to vote an early ballot by personal appearance may do so at any Early Voting site.

#### **Early Voting Dates and Times**

Monday, April 20, 2020 through Thursday, April 23, 2020	8:00 a.m. – 6:00 p.m.
Friday, April 24, 2020	closed
Saturday, April 25, 2020	8:00 a.m. – 6:00 p.m.
Sunday, April 26, 2020	closed
Monday, April 27, 2020 through Tuesday, April 28, 2020	8:00 a.m. – 8:00 p.m.

#### **Main Early Voting Polling Place**

Bexar County Elections Department, 1103 S. Frio, Ste. 100, San Antonio, Texas 78207  
DEAFLINK available at this site.

#### **Permanent Branch Early Voting Polling Places**

Brookhollow Library	530 Heimer Road
Castle Hills City Hall	209 Lemonwood Drive
Claude Black Center	2805 East Commerce
Cody Library	11441 Vance Jackson
Converse City Hall	405 S. Seguin Rd.
Copernicus Community Center	5003 Lord Road
Elmendorf Admin Building	8304 FM 327
Encino Branch Library	2515 East Evans Road
Fair Oaks Ranch City Hall (Council Chambers)	7286 Dietz Elkhorn
Great Northwest Library	9050 Wellwood
Henry A. Guerra, Jr. Library	7978 W Military Drive
John Igo Library	13330 Kyle Seale Parkway
Johnston Library	6307 Sun Valley Drive
Julia Yates Semmes Library @ Comanche Lookout Park	15060 Judson Road
Las Palmas Library	515 Castroville Road
Leon Valley Conference Center	6421 Evers Rd.
Lion's Field	2809 Broadway
Maury Maverick, Jr. Library	8700 Mystic Park
McCreless Library	1023 Ada Street
Memorial Library	3222 Culebra
Mission Del Lago Pool and Community Center	2301 Del Lago Pkwy

Mission Library	3134 Roosevelt Avenue
Northside Activity Center	7001 Culebra
Northwest Vista College	3535 N. Ellison Dr.
Olmos Park City Hall	120 El Prado W
Parman Library @ Stone Oak	20735 Wilderness Oak
Precinct 1 Satellite Office	3505 Pleasanton Road
Schaefer Library	6322 U.S. Hwy. 87 E.
San Antonio College (Eco Centro Bldg.)	1802 N. Main
Shavano Park City Hall (Lobby)	900 Saddletree Court
Somerset ISD Junior High	4730 W Loop 1604, Von Ormy
South Park Mall (next to Sears entrance)	2310 S.W. Military
Tobin Library @ Oakwell	4134 Harry Wurzbach
Universal City Library	100 Northview Drive
Windcrest Takas Park Civic Center	9310 Jim Seal Drive
Wonderland Mall of the Americas @ Crossroads	4522 Fredericksburg Road

\* Bexar County Justice Center closes at 6:00 p.m. Also closed Sunday.

**Early Voting By Mail**

Applications for voting by mail should be received no later than the close of business (5:00 p.m.) on Monday, April 20, 2020. Applications should be sent to:

Jacquelyn F. Callanen  
 1103 S. Frio, Ste. 100  
 San Antonio, Texas 78207  
 fax: (210) 335-0343

email application for ballot by mail to: [votebymail@bexar.org](mailto:votebymail@bexar.org)  
 email federal post card applications to: [FPCA@bexar.org](mailto:FPCA@bexar.org)

If an application for ballot by mail is faxed or emailed (or if a federal postcard application is faxed), the applicant must also mail the original application so that the early voting clerk receives the original no later than four days after receiving the emailed or faxed copy.


*[The remainder of this page intentionally left blank.]*

PASSED AND ADOPTED on the 12<sup>th</sup> day of February, 2020.

SAN ANTONIO MUNICIPAL UTILITY  
DISTRICT NO. 1

  
\_\_\_\_\_  
President, Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary, Board of Directors

(SEAL)



S.A. MUD#1  
2-12-2020

**IV. (F.) CONSIDERATION AND APPROVAL OF A JOINT ELECTION AGREEMENT AND ANY OTHER CONTRACTS WITH BEXAR COUNTY ELECTIONS ADMINISTRATOR**

Jeff Kuhn explained that in the event an election will held it would be a joint election with Bexar County and that the County Elections department would conduct both elections and therefore a contract would need to be approved as such. He further informed the Board that since the three officers are up for re-election, then someone would need to be appointed as delegate to authorize such a contract. After a brief discussion, Director Hooti moved that Director Ferguson be appointed as delegate to authorize any such agreement with the Elections Department. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.

**I. CONSENT AGENDA:**

- 1. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD JANUARY 8, 2020**
- 2. REPORT CONCERNING DECEMBER 2019 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 2019/2020 PROJECTS/PLANS**

**1. TENNIS COURT RESURFACE**

Mr. Berbiglia submitted the following proposal for the tennis court resurface from Jeff Cary for \$13,600. He stated that the other proposal from Coastal Plains was \$13,900. He informed the Board that Mr. Cary's company had done the prior resurfacing of the tennis courts and has always done a great job and the treatment has lasted about 8 years.

Director Hooti moved that the Board approve the proposal from Jeff Cary for \$13,600, with a time frame as determined by the Board. Director Burn seconded the motion, which passed by unanimous vote.

**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-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, 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.

**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)

TAX COLLECTIONS DISTRIBUTION  
 DATE: 2/12/2020  
 RECEIVED: TAX PAI  
 DEPOSITS: 12/30/2019 \$174,856.96  
 12/20/2019 \$11,189.86  
 1/9/2020 \$19,106.01  
 December 2019 Tax Collections \$205,152.83

YEAR	MAINT. TAX	PAI	AMT FEE	OTHER	TOTAL COLLECTIONS	LESS ATTORNEY FEE	AMT FEE	LESS FEE/REFUND	TOTAL	REFUNDS/TAX ASSESSOR FEE	BALANCE	REQUIRED
Y1998	\$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	
Y2000	\$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	
Y2002	\$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	
Y2004	\$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	
Y2006	\$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	
Y2008	\$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	
Y2010	\$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	
Y2012	\$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	
Y2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Y2015	\$0.63	\$0.63	\$0.00	\$0.00	\$0.63	\$0.63	\$0.63	\$0.63	\$0.63	\$0.63	\$0.63	
Y2016	\$219.46	\$219.46	\$75.42	\$58.84	\$353.72	(\$58.84)	\$294.88	\$0.63	\$294.88	\$0.63	\$294.88	
Y2017	\$90.04	\$90.04	\$15.82	\$123.91	\$229.77	(\$15.82)	\$213.95	\$108.09	\$108.09	\$108.09	\$108.09	
Y2018	\$204,748.60	\$204,748.60	\$0.00	\$204,748.60	\$204,748.60		\$204,748.60	\$0.00	\$204,748.60	\$0.00	\$204,748.60	
Y2019	\$205,059.36	\$205,059.36	\$74.56	\$0.00	\$205,133.92	(\$74.56)	\$205,152.83	\$0.00	\$205,152.83	\$0.00	\$205,152.83	
TOTAL	\$205,059.36	\$205,059.36	\$74.56	\$0.00	\$205,133.92	(\$74.56)	\$205,152.83	\$0.00	\$205,152.83	\$0.00	\$205,152.83	

TOTAL AMT DUE	LESS: ATTORNEY FEE	TOTAL AMT	LESS: TAX ASSESSOR FEE	TOTAL
\$139,370.07	(\$47.40)	\$139,322.67	\$0.00	\$139,322.67
\$65,795.97	(\$27.26)	\$65,830.16	\$0.00	\$65,830.16
\$205,227.49	(\$74.66)	\$205,152.83	\$0.00	\$205,152.83

LESS: TAX ASSESSOR FEE  
 REFUNDS/REVERSALS  
 AMT FOR GOF DEPOSIT: \$139,322.67  
 AMT FOR DSF DEPOSIT: \$65,830.16  
 TOTAL = \$205,152.83

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1  
 REPORT OF OPERATIONS  
 2/12/2020**

**REVENUES**

Collections this period (Maint. Tax)	12/20	\$139,322.67
<b>Miscellaneous Revenue:</b>		
HACA Bldg Usage		\$105.00
Permanent Sewer Easement Purchase		\$6,000.00
<b>TOTAL REVENUE THIS PERIOD</b>		<b>\$145,427.67</b>

**EXPENSES**

Auditing		\$8,805.70
Waste Management		\$4,399.90
AT & T Mobility		\$61.77
AT & T U-Verse		\$70.73
<b>CITY PUBLIC SERVICE:</b>		
# 2096723016 SA MUD OFFICE		\$43.27
<b>SAN ANTONIO WATER SYSTEMS:</b>		
# 0514993248891 SA MUD OFFICE		\$37.03
<b>DIRECTORS FEES:</b>		
B. BURN	2/12/2020	\$1.00
R. KUHN		\$1.00
Z. FUENTES-REAL		\$1.00
D. FERGUSON		\$1.00
M. HOOTI		\$1.00
ENGINEERING		\$0.00
LEGAL FEES		\$0.00
INSURANCE		\$200.00
OFFICE MANAGER (PAID IN JAN 2020)		\$1,546.80 **
PETTY CASH		\$0.00
<b>MISCELLANEOUS:</b>		
City Public Service - Street Light		\$22.62
IRS Payroll Deposit Februrary 2020		\$385.27
Darla Harlos - Office Cleaning		\$100.00 ***
Froggy Landscaping		\$450.00 **
Max Hooti - Reimb Bobcat/Rock work		\$360.00 **
Froggy Landscaping		\$500.00 **

<b>TOTAL EXPENSES FOR THIS PERIOD:</b>		<b>\$16,988.09</b>
<b>REVENUES MINUS EXPENSES THIS PERIOD</b>		<b>\$128,439.58</b>

PAGE 2  
 REPORT OF OPERATIONS  
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES  
 2/12/2020

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	WIRE	\$139,322.67
8. TEX POOL CLEARING	TEX POOL DEBT SERVI	WIRE	\$65,830.16
9. FROST OPERATING	TEX POOL OPERATING	WIRE	
10. TEX POOL DEBT SERVICE	FROST DEBT SERVICE	WIRE	
TOTAL TAX CLEARING & FUND TRANSFERS			----- \$205,152.83

DEBT SERVICE EXPENDITURES:

BANK OF NEW YORK	PAYMENT DUE 3/1/2020	\$73,975.00
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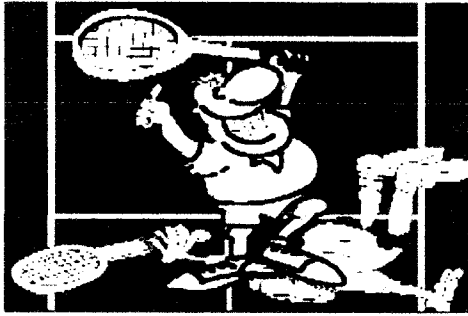
Total Debt Service Expenditures	-----	\$73,975.00
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SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1  
OPERATING FUNDS

Funding Period: 10/1/2019 - 9/30/20

6		M & O Carryover 212,081	Esti M & O Tax Rev 226,506	Esti Total Funds 438,587	2/12/2020 2:20 PM
	YTD DISB.	CURRENT MONTH	ENCUMBERED	ANNUAL BUDGET	FUNDS REMAINING
Audit/Bookkeeping	3,136	2806		16,000	4,058
Bexar Appraisal	399		0	1,800	1,401
Bexar Cnty Tax Assessor			0	600	600
Legal Fees	6,662	1547	0	15,000	8,338
Office Manager	6,184			21,532	13,801
Professional Svcs			0	2,000	2,000
Trash Service	17,600	4400		57,199	35,199
<b>Subtotal Contract Service</b>	<b>33,981</b>		<b>0</b>	<b>114,131</b>	<b>65,397</b>
<b>INSURANCE</b>	<b>2,216</b>	<b>200</b>	<b>0</b>	<b>2,500</b>	<b>84</b>
<b>UTILITIES</b>					
Building Utilities/Rent	389	180	0	2,000	1,531
Phone/Internet	531	133		2,000	1,336
<b>Total Utilities</b>	<b>920</b>		<b>0</b>	<b>4,000</b>	<b>2,867</b>
<b>OTHER EXPENSE:</b>					
Office Maintenance	752	100	0	1,500	648
Property Maintenance	1,892	1310	0	20,000	16,796
Debt Service Subsidy			0	25,000	25,000
Asset Purchases			0	1,000	1,000
Directors Salaries	18	5	0	70	47
Election			0	16,000	16,000
Misc	21		0	1,500	1,479
Postage/Office Supplies	139		0	1,200	1,061
Publications/Notices	159		0	2,000	1,841
Payroll Tax Expense	1,907	385	0	5,000	2,708
Public Relations				132	132
Security				500	500
Street Light	88	23			
<b>Subtotal Other Expense</b>	<b>4,976</b>		<b>0</b>	<b>73,902</b>	<b>67,103</b>
<b>SUPPLEMENTAL ITEMS</b>					
Continued Landscaping Improvements					0
Special Garbage Collections			0		0
Fence Repair/Replacement			0	500	500
Conduit Line Additions - water/electric			0		0
Signage/Street Signs	462		0		
Security Cameras/Inst/Monitoring					0
Low Level Halogen Lights/Tennis			0		0
Proposed Park and Amenities/Capital Imprv			0		0
Transfer Funds to Debt Service Fund			0		0
Tennis Court Repairs/Gated Comm Etc					0
Area Maintenance and Reclamation					0
Capital Improvements				241,230	241,230
	462		0	241,730	241,268
<b>TOTAL COSTS</b>	<b>42,555</b>	<b>16,989</b>	<b>0</b>	<b>436,263</b>	<b>376,719</b>
<b>ESTIMATED TOTAL FUNDS REMAINING</b>					<b>\$379,043</b>





**Proposal from: Jeff Cary (dba Pro Courts)**  
7306 Leading Oaks St.  
Live Oak, Tx. 78233  
Please make check payable to Jeff Cary  
Cell#: (210) 269-4443

Date submitted: January 13, 2020  
Proposal submitted to: Attention: Jim Berbiglia  
Office: (210)  
mobile: (210) 643-8369  
Address: San Antonio Ranch  
Email: berbigliaj@aol.com

We hereby propose to furnish the materials and perform the labor necessary for completion of:

**Proposal to Resurface Double Tennis Courts**

- Grind and repair all cracks
- Pressure wash with 4200 P.S.I. Cleaner
- Minimize low areas
- 2 applications of acrylic resurfacer
- 2 applications of fortified acrylic color as per owner specs.
- Stripe as /per U.S.T.A. specs.
- Repaint net poles and hang nets

All material is guaranteed to be specified, and the above work to be performed in accordance with the specifications submitted for above work and completed in a substantial workmanlike manner for the sum of: **\$ 13,600.00**

Material draw of: **\$ 7,500.00** received on delivery of materials.

Balance due upon completion and inspection: **\$6,100.00**

**Total Contract Price: \$ 13,600.00**

Workmanship and materials warranted for 1 year: No warranty on cracks due to problems with the subgrade. Cracks will likely appear.

**Proposal Acceptance:**

*Benny [Signature], President*  
(Authorized Signature)  
*Timeline to be determined by Board of Directors*

S.A. MUD#1  
2-12-2020

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

1. PROPERTY MAINTENANCE
2. UNLAWFUL DUMPING

Director Hooti stated that a century plant had fallen over and had been removed.

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

A discussion was held regarding pressure washing the building once the weather gets warmer. It was also noted that a light in the tree was flickering. Director Hooti stated that he would get an electrician to fix it.

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

Debra Conkle stated that Director Ferguson had completed his application for Director Bond, and it had been sent to the Bonding Company.

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

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

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

Debra Conkle stated that the Bexar County Elections department will be using the building on March 3, May 2, May 26 and November 3, 2020.

There was nothing to report on security.

Debra Conkle informed the Board that she had sent the invitation for Alicia Parades to be a contributor to 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.

S.A. MUD#1  
2-12-2020

**IV. (A.) DISCUSSION AND NECESSARY ACTION REGARDING ANNUAL MUD  
BUILDING USAGE AGREEMENT BETWEEN THE DISTRICT AND THE SAN ANTONIO  
RANCH HOMEOWNER'S ASSOCIATION**

Debra Conkle presented the following agreement for the Board's approval. Director Ferguson moved that the agreement be approved as submitted. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present. Debra Conkle stated that she would forward it to Ty Matthews, HOA president for signature.

# SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

## GENERAL RENTAL RULES, REGULATIONS AND AGREEMENT

### **I. Reservations and Deposits**

A. These rental conditions govern usage of the San Antonio Municipal Utility District No. 1 building ("Building") located at 16450 Wildlake Boulevard, Helotes, Texas.

B. The San Antonio Municipal Utility District No. 1 ("District") has reserved the Building on the second Wednesday of each month.

C. The Building is also reserved to accommodate all election needs.

D. The San Antonio Ranch Homeowners Association has a standing reservation for the third Wednesday of each month.

E. Use of the Building shall be limited to Monday through Thursday from 9:00 a.m. to 10:00 p.m., Friday and Saturday from 9:00 a.m. to 1:00 a.m., and Sunday from 1:00 p.m. to 8:00 p.m.

F. User must be at least twenty-one (21) years of age and must agree to be responsible for the Building and to be present during its use for the event.

G. User may reserve use of the Building for an social event by notifying the District Office Manager via email a minimum of 5 weeks in advance. This time period allows the District board to approve the application during a monthly board meeting.

H. The District Board requires the User to provide a certificate of liability insurance addressed to the District with limits of liability of not less than \$1,000,000 for injury or death of a person and \$500,000 for property damage.

I. User shall agree to indemnify and hold harmless the District, its officers and agents against any and all claims, demands, or causes of action which may arise out of or result from the use of the Building for the event, including, but not limited to, those claims, demands, and causes of action involving personal injury, death or property damage.

J. It is Users responsibility to contact the District Office Manager to confirm date availability:

Debra Conkle at:

Phone: 210-254-6129

Fax: 210-254-6129

Email:

Address: San Antonio Municipal District #1

Post Office Box 696  
Helotes, TX 78023

## **II. Building Rules and Regulations**

A. User shall not use the Building in such a manner as to damage the Building or to disturb residents in the adjoining neighborhood. No loud music or noise that would disturb neighbors is allowed.

B. Vehicles are only allowed on designated parking area and may not park on grassy areas.

C. User shall be responsible for returning the Building to the same condition in which it was prior to use. Trash must be bagged and carried off the grounds. The kitchen area, including all appliances, must be cleaned and returned to their pre-event condition. If moved, all furniture must be returned to its original location. Failure to clean the Building or remove trash may disqualify the User from any subsequent reservation privileges.

D. Bathrooms must be left in a tidy and orderly condition.

E. No smoking is permitted in the Building.

F. Users shall not place staples, hooks or tape on the walls of the Building.

G. No fireworks. No illegal substances will be allowed in the Building or upon the grounds of the Building. Alcoholic usage may require the addition of security personnel during the event.

H. No space walks, rides, or other playground equipment may be brought onto the Building grounds.

I. The District Board reserves the right to require that a bonded security guard or peace officer be present, at the User's sole expense, during the times the Board deems such security necessary.

J. The Building may not be used for any purpose that violates any state or federal statute, local or county ordinance or regulation, the District's rules and regulations for recreational facilities, or any administrative rule to which the District is subject. Any person violating these statutes, ordinances, rules or regulations may be subject to penalties as allowed by law.

K. Building Maximum Occupancy - 75

L. The District reserves the right to impose additional restrictions on use as the situation warrants. Terms and conditions subject to change at the discretion of the Board.

**SAN ANTONIO**  
**Municipal Utility District No. 1**  
**Building Reservation Application**

Date (Dates) Desired: 1 January 2020 through 12-31-2020

Time: from: vary to: \_\_\_\_\_

Anticipated Attendance: 20-50 (Building Maximum Occupancy - 75)

Describe Usage: Monthly Homeowner Association meetings, and associated social activities

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**RATES –**

\$35.00/per month to cover shared cost of utilities and building maintenance rates are subject to review on an annual basis. \_\_\_\_\_

As the responsible representative of the above events, I hereby request use of the San Antonio Municipal Utility District No. 1 building for the above stated use. I have read and understand all District rules related to use of the Building and I agree to abide by these rules. I will reimburse the District for any and all damages and/or cleanup costs including amounts exceeding the deposit that the District incurs as a result of the use of the building.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Organization: \_\_\_\_\_

Phone: \_\_\_\_\_

Renewal Date for this application (if applicable): January 2021

S.A. MUD#1  
2-12-2020

**IV. (B.) REVIEW AND APPROVAL OF BOND COUPON PAYMENT DUE MARCH 1, 2020**

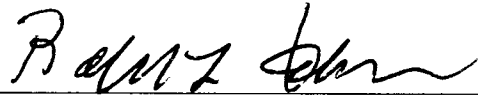
Debra Conkle informed the Board that the Bond Coupon due March 1, 2020 was 73,975.00, of which \$40,000.00 was principal. Director Fuentes-Real moved that the Board authorize President Kuhn to wire transfer the funds to the Bank of New York prior to the due date of March 1, 2020. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

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

Debra Conkle presented the following letter of apology from Waste Management regarding the mismanagement of the holiday garbage schedule.

Director Hooti stated that he would like to spend less money on attorney fees and asked if everyone had received his email regarding a possible new attorney. It was noted that Jeff Kuhn would be retiring soon and suggested that then would be the time to look at hiring new legal counsel.

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)



BNY MELLON



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

Date: January 03, 2020  
Loan#: 3615A  
RE : SAN ANTONIO MUD #1 1997

000004 XBNYMM01 000000  
SAN ANTONIO MUNICIPAL UTILITY DIST #1  
ATTN DEBRA C GRAVES  
PO BOX 696  
HELOTES, TX 78023



Please be advised that payment in the amount of \$73,975.00 is due on 03/01/2020 for SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1 SERIES 1997. The bondholder payment date is 03/01/2020. The details of the amount due are as follows:

	<i>Amount in Dollars(\$)</i>
Principal	\$40,000.00
Interest	\$33,975.00
<b>Total Amount Due</b>	<b>\$73,975.00</b>

\*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 Stephen Jager at (214)468-6183 or by email at [stephen.jager@bnymellon.com](mailto:stephen.jager@bnymellon.com).

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

Payment Instructions:  
*Wire Payments must be received by BNY Mellon before 11:00 E.S.T. on 03/01/2020.*  
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 03/01/2020.*  
The Bank of New York Mellon  
Debt Service Billing-Direct Pays  
P.O. Box 392005  
Pittsburgh, PA 15251-9005

**Amount Due: \$73,975.00**

E  
000004 XBNYMM01 000004  
S





**WASTE MANAGEMENT INC.**

5324 Old Vista Road  
Pasadena, Texas 77505  
800-800-5804

January 20, 2020

San Antonio MUD No 1  
PO BOX 696  
Helotes, Texas 78023

Re: Written Apology for Service Interruption following the Christmas Holiday

Dear Directors:

Please accept my sincere apology for the error in communication that was sent on Thursday, January 19, 2019 regarding collection service following the observed holiday. Although an honest error on my part, it does not exclude the fact that residents were provided incorrect information and ultimately may have missed waste collection service following the Christmas holiday. The customer service that took place while attempting to recover waste collection services during the week of Christmas is not typical of the extraordinary experience we strive to provide. Placing myself in your shoes, I can certainly understand your frustration and disappointment. We are proud to serve both the residents and Board of San Antonio MUD No. 1 and regret that we did not meet your expectations or the high standards we have set for ourselves. We realize you have options when it comes to selecting a service partner for waste and recycle collection and appreciate the opportunity to take action to improve and meet your service expectation.

Respectfully,

A handwritten signature in black ink that reads 'Tiana Smith'.

Tiana Smith  
Public Sector Marketing Manager  
Waste Management of Texas, Inc.

*From everyday collection to environmental protection. Think Green. Think Waste Management.*