

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

MAY 11, 2022

MINUTES

**STATE OF TEXAS
COUNTY OF BEXAR**

The Board of Directors of the San Antonio Municipal Utility District No. 1 convened in Regular Session, open to the public and pursuant to Notice duly given at 6:30 p.m., at 16450 Wildlake Blvd, Helotes, Texas 78023, on the 11th day of May 2022, with the following member's present to-wit:

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

and no members absent, thus constituting a quorum. Also present were Debra Conkle, Executive Administrator and John Bartholmae, Julie Zapata, Trey and Maria Fernandez, Chris Lauderdale and Ty Matthews, San Antonio Ranch residents. President Kuhn called the meeting to order; recitation of the Pledge of Allegiance and announced that the first item of business would be:

I. CONSENT AGENDA:

- 1. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD
APRIL 14, 2022**
- 2. REPORT CONCERNING MARCH 2022 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS
INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Fuentes-Real moved that the Board approve the items within the consent agenda as follows. Director Burn seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:

- II. (A.) DISCUSSION REGARDING 2021/2022 PROJECTS/PLANS**
- 1. TREE TRIMMING**

This item remains on hold for now.

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

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

The Board was informed that Ronnie Galik had contacted President Kuhn to make him aware that Ronnie Galik could no longer perform the property maintenance for the District and another contractor would need to be found.

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

APRIL 14, 2022

MINUTES

**STATE OF TEXAS
COUNTY OF BEXAR**

The Board of Directors of the San Antonio Municipal Utility District No. 1 convened in Regular Session, open to the public and pursuant to Notice duly given at 6:30 p.m., at 16450 Wildlake Blvd, Helotes, Texas 78023, on the 14th day of April 2022, with the following member's present to-wit:

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

and no members absent, thus constituting a quorum. Also present were Debra Conkle, Executive Administrator and John Bartholmae and Julie Zapata, 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 MARCH 9, 2022**
- 2. REPORT CONCERNING FEBRUARY 2022 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 Real-Fuentes seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:

- II. (A.) DISCUSSION REGARDING 2021/2022 PROJECTS/PLANS**
- 1. TREE TRIMMING**

This item remains on hold for now.

- 2. BRUSH PICKUP MAY 2022**

President Kuhn stated that due to the \$7,500.00 cost of this past October's brush pick up that the brush pick up slated for May would be postponed until a later date. It is noted that the residents in attendance were opposed to waiting until a later date.

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

1. PROPERTY MAINTENANCE
2. UNLAWFUL DUMPING

It was noted that three small bags of trash were dumped along Ranch Parkway.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

There was nothing to report on these items currently.

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

Debra Conkle informed the Board that the Bexar County Elections Department has requested use of the MUD building for May 24, 2022, and the building has been rented for a bridal shower on May 7, 2022.

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.

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.

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

President Kuhn stated that Legal Counsel is reviewing this matter at this time.

**IV. (A.) CONSIDERATION AND ACCEPTANCE OF STATEMENT OF OFFICER
IV. (B.) CONSIDERATION AND ACCEPTANCE OF OATH OF OFFICE**

Dale Ferguson being an unopposed candidate took the Statement of Officer and Oath of Office as follows:

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IV. (C.) DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT TO THE CODE OF ETHICS AND BY LAWS

Director Ferguson stated that an HOA Board Member found a 2013 copy of a Code of Ethics adopted by the HOA. That followed with a different HOA Board Member questioning whether the MUD had a Code of Ethics. Director Ferguson further stated that the MUD has a current Code of Ethics on record.

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

Julie Zapata questioned why the trash collection flat fee couldn't be done like other subdivisions and the HOA could contract with the provider.

She also questioned if the Texas Commission on Environmental Quality's website had been updated by providing the current information on the Board. Debra Conkle stated that she would take care of that.

Director Hooti stated that there had been some service issues with Waste Management and Debra Conkle stated that she would add the Waste Management phone number on the website for residents to call in case of missed service.

Julie Zapata stated that she got a new recycle bin from Waste Management after calling them to report her old one had broken. She stated that the new bin is bigger than the old one.

V. EXECUTIVE SESSION:

- A. EXECUTIVE SESSION.** The Regular Session of the March 9, 2022 Regular Board Meeting is hereby recessed to hold an Executive Session and discuss matters pursuant to Sections 551.071 and 551.072 of the Texas Open Meetings Act to deliberate the purchase, exchange, lease, or value of real property as listed in Section III above for the purpose of avoiding a detrimental effect on the position of the Board of Directors in negotiations with third parties and to discuss such matters with legal counsel and to discuss certain other legal matters with legal counsel pursuant to section 551.071 at 7:01 p.m.

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An Executive Session was held to clarify that signing of any checks requires at least three (3) Board Member signatures in order to be valid.

V. B. RECONVENE REGULAR SESSION. The Regular Session of the Regular Board Meeting of March 9, 2022, is hereby reconvened at 7:15 p.m.

There being no further business, the meeting was adjourned at 7:16 p.m.

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

ATTEST:

Dale Ferguson, Secretary
San Antonio Municipal Utility District No. 1

(seal)

SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
 REPORT OF OPERATIONS
 5/11/2022

REVENUES

Collections this period (Maint. Tax)	3/22	\$4,535.47
Miscellaneous Revenue:		
Elections Department Rental		\$150.00
Resident Rental		\$125.00
TOTAL REVENUE THIS PERIOD		\$4,810.47

EXPENSES

Auditing		\$5,218.70
Waste Management		\$64.21
AT & T Mobility		\$90.69
AT & T U-Verse		
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$51.00
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$34.64 **
DIRECTORS FEES:		
B. BURN		
R. KUHN		
Z. FUENTES-REAL		
D. FERGUSON		
M. HOOTI		
PROPERTY MAINTENANCE		
LEGAL FEES		\$2,230.50
INSURANCE		\$0.00
EXECUTIVE ADMINISTRATOR MAY 2022		\$1,771.18
PETTY CASH		
MISCELLANEOUS:		
City Public Service - Street Light		\$25.89
IRS Payroll Deposit April 2022		\$441.75
Darla Harlos - Office Cleaning - May 2022		\$100.00
Wright Plumbing - Kitchen Faucet		\$276.90
USPS - Po Box Rent - Annual		\$198.00
TOTAL EXPENSES FOR THIS PERIOD:		\$10,503.46
REVENUES MINUS EXPENSES THIS PERIOD		(\$5,692.99)

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 REPORT OF OPERATIONS
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
 5/11/2022

NOTES:

- ** Previously Paid
- *** Pending Invoice
- **** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

FROM	TO		AMOUNT
1. FROST CLEARING	FROST OPERATING	check	\$4,535.47
2. FROST CLEARING	TEX POOL OPERATING	WIRE	
3. FROST CLEARING	TEX POOL DEBT SERVI	WIRE	\$1,513.73
4. TEX POOL OPERATING	FROST OPERATING	WIRE	
5. FROST CLEARING	TEX POOL CLEARING	WIRE	
5. FROST CLEARING	TEX POOL DEBT SERVI	WIRE	
6. FROST DEBT SERVICE	TEX POOL DEBT SERVI	WIRE	
7. TEX POOL CLEARING	TEX POOL OPERATING	WIRE	
8. TEX POOL OPERATING	TEX POOL DEBT SERVI	WIRE	
9. FROST OPERATING	TEX POOL OPERATING	WIRE	
10. TEX POOL DEBT SERVICE	FROST DEBT SERVICE	WIRE	
TOTAL TAX CLEARING & FUND TRANSFERS			----- \$6,049.20

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures	----- \$0.00
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5-11-2022

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

President Kuhn informed the Board that he had the kitchen faucet replaced prior to renting the building out on May 7, 2022. He further informed the Board that there is condensation in the Men's bathroom drain and would investigate that further after the meeting.

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

There was nothing to report on these items currently.

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

Debra Conkle informed the Board that the Bexar County Elections Department has requested use of the MUD building for May 24, 2022.

II. (F.) SECURITY - GENERAL

President Kuhn informed the Board that the gate at Lago Vista needs a new keypad and reminded the Board that the agreement with Texas Parks and Wildlife was that they would install the gate and the District would maintain it. A brief discussion was held and it was the consensus of the Board that, due to all the other housing there now, that the agreement with Texas Parks and Wildlife should be revisited.

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.

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PETITIONING THE CITY OF HELOTES FOR FUTURE ANNEXATION**

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**III. (C.) DISCUSSION AND POSSIBLE ACTION REGARDING PREPARATION
FOR DISSOLUTION OF THE SAN ANTONIO MUNICIPAL UTILITY DISTRICT
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President Kuhn stated that Legal Counsel is reviewing this matter at this time.

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

Ty Matthews stated that some leaves were not picked up and wanted to know why. There could be any number of reasons, i.e., not bound correctly, too heavy, new crew members, etc.

There being no further business, the meeting was adjourned at 6:43 p.m.



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

ATTEST:



~~Dale Ferguson, Secretary~~ Max Hooti, Assitant Secretary
San Antonio Municipal Utility District No. 1

(seal)