

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

July 16, 2020

MINUTES

**STATE OF TEXAS
COUNTY OF BEXAR**

The Board of Directors of the San Antonio Municipal Utility District No. 1 convened in Special Session, via teleconference and pursuant to Notice duly given at 6:30 p.m., on the 16th day of July 2020, with the following member's present to-wit:

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

and Dale Ferguson absent, thus constituting a quorum. Also present were Debra Conkle, Office Manager.

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

- 1. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD JUNE 10, 2020**
- 2. REPORT CONCERNING MAY 2019 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Burn moved that the consent agenda be approved. 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

1. TENNIS COURT RESURFACE

It was reported that the tennis court resurfacing project, along with a small building for the pickleball equipment storage, should be complete by the end of the month.

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

1. PROPERTY MAINTENANCE

2. UNLAWFUL DUMPING

A discussion was held regarding Ronnie Galik return for property maintenance. He would take 2 to 3 days to finish and to include Apacheria and the tennis courts. His fee would be \$1575.00 per

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

June 10, 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, via teleconference and pursuant to Notice duly given at 6:30 p.m., on the 10th day of June 2020, with the following member's present to-wit:

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, Office Manager.

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

- 1. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD
MAY 13, 2020**
- 2. REPORT CONCERNING APRIL 2019 TAX COLLECTIONS**
- 3. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS
INCURRED AND AUTHORIZATION OF EXPENDITURES**

Director Burn moved that the consent agenda be approved. Director Ferguson 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

The Board was reminded that Jim Berbiglia sent an email requesting that he be appointed manager of the tennis courts. An extensive conversation was held regarding persons not abiding by the posted rules of the Tennis courts, as attached, the existing entrance system and the need for a better system and the possibility of a resident using personal funds to raise the existing fence. It was the consensus of the Board to allow more time to come up with some ideas to implement these changes.

S.A. MUD#1
6-10-2020

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

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

A discussion was held regarding finding another contractor for property maintenance except for small jobs. It was also reported that paving material had been dumped on District property and President Kuhn has contacted Government Canyon State Natural Area personnel to help with clean up.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

It was noted that the outside of the building was in disrepair and needs to be cleaned up. It was also reported that the outside building walls will be pressure washed when the weather gets cooler.

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

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

II. (F.) SECURITY - GENERAL

II. (G.) PUBLIC RELATIONS

Director Fuentes-Real stated that there was nothing to report on insurance.

Debra Conkle informed the Board that the Bexar County Elections department will be using the building on July 14, 2020 for the runoff election.

There was nothing to report on security or public relations.

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
6-10-2020

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

A discussion was held regarding a large white van driving through the subdivision at 2:30 a.m. on Sunday morning. The license plate number was retrieved, and the sheriff had been called.

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)

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
 REPORT OF OPERATIONS
 7/8/2020**

REVENUES

Collections this period (Maint. Tax)	5/20	\$3,079.25
Miscellaneous Revenue:		
HACA - Building Use 2nd Quarter		\$105.00
TOTAL REVENUE THIS PERIOD		\$3,184.25

EXPENSES

Auditing		\$0.00
Waste Management		\$4,399.90
AT & T Mobility		\$61.50
AT & T U-Verse		\$70.73
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$105.47
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$34.64
DIRECTORS FEES:		
B. BURN	7/8/2020	\$1.00
R. KUHN		\$1.00
Z. FUENTES-REAL		\$1.00
D. FERGUSON		\$1.00
M. HOOTI		\$1.00
ENGINEERING		\$0.00
LEGAL FEES		\$21.20
INSURANCE		\$0.00
OFFICE MANAGER		\$1,546.80 **
PETTY CASH		
MISCELLANEOUS:		
City Public Service - Street Light		\$22.58
IRS Payroll Deposit June 2020		\$384.81
Darla Harlos - Office Cleaning (July)		\$100.00
Froggy's Landscape		\$450.00 **
Bexar Appraisal District - 3rd Quarter 2020		\$375.00
Picketball Central		\$359.99
New All-in-One		\$199.99
TOTAL EXPENSES FOR THIS PERIOD:		\$8,137.61
REVENUES MINUS EXPENSES THIS PERIOD		(\$4,953.36)

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 REPORT OF OPERATIONS
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
 7/8/2020

NOTES:

** Previously Paid

*** Pending Invoice

**** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

FROM	TO		AMOUNT
1. FROST CLEARING	FROST OPERATING	check	\$3,079.25
2. FROST CLEARING	TEX POOL OPERATING	WIRE	
3. FROST CLEARING	TEX POOL DEBT SERVI	WIRE	\$1,493.96
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			----- \$4,573.21

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures	----- \$0.00
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OPERATING FUNDS

STATUS OF FUNDS - JULY 16, 2020

M & O Carryover 212,081
Esti M & O Tax Rev 226,506

Esti Total Funds 438,587

8/10/2020
11:56 AM

6

	YTD DISB.	CURRENT MONTH	ENCUMBERED	ANNUAL BUDGET	FUNDS REMAINING	
Audit/Bookkeeping	14,033			16,000	1,967	
Bexar Appraisal	738	375	0	1,800	687	
Bexar Cnty Tax Assessor			0	600	600	
Legal Fees	11,795	21	0	15,000	3,184	
Office Manager	13,918	1,547		21,532	6,067	
Professional Services	150		0	2,000	1,850	
Trash Service	39,599	4,400		57,199	13,200	
Subtotal Contract Service	80,233	6,343	0	114,131	27,555	
INSURANCE	2,416		0	2,500	84	
UTILITIES						
Building Utilities/Rent	824	140	0	2,000	1,036	
Phone/Internet	1,194	132		2,000	674	
Total Utilities	2,018	272	0	4,000	1,710	
OTHER EXPENSE:						
Office Maintenance	1,702	200	0	1,500	(402)	
Property Maintenance	6,949	2,025		20,000	11,026	
Debt Service Subsidy			0	25,000	25,000	
Asset Purchases			0	1,000	1,000	
Directors Salaries	43		0	70	27	
Election			0	16,000	16,000	
Misc	104	179	0	1,500	1,217	
Postage/Office Supplies	189	79	0	1,200	932	
Publications/Notices	163			2,000	1,837	
Payroll Tax Expense	3,519	471	0	5,000	1,010	
Public Relations	143	360		132	(371)	
Security				500	500	
Street Light	202	23			(225)	
Subtotal Other Expense	13,014	3,337	0	73,902	57,551	
SUPPLEMENTAL ITEMS						
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		(462)	
Security Cameras/Inst/Monitoring					0	
Low Level Halogen Lights/Tennis			0		0	
Proposed Park and Amenities/Capital Imprv			0		0	
Property Taxes Paid For Cons Ease	2,890		0		(2,890)	
Tennis Court Repairs/Gated Comm Etc	14,409				(14,409)	
Area Maintenance and Reclamation					0	
Capital Improvements				241,230	241,230	
	17,761	0	0	241,730	223,969	
TOTAL COSTS	115,442	9,952	0	436,263	310,869	310,869

ESTIMATED TOTAL FUNDS REMAINING

\$313,193

**S.A. MUD#1
7-16-2020**

cutting and would include edging and blowing. An additional of fee of \$18.00 per hour to haul off debris.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE

It was noted that Darla Harlos performed an extra cleaning this month after the July 14 election.

II. (D.) BRIEFING REGARDING DISTRICT INSURANCE STATUS

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

II. (F.) SECURITY - GENERAL

II. (G.) PUBLIC RELATIONS

Director Fuentes-Real was requested to contact TML and add the tennis court and the small building to the MUD insurance policy.

Debra Conkle informed the Board that the Bexar County Elections department will be using the building on November 3, 2020 for the presidential election.

Director Hooti requested that a letter be sent to the HOA regarding the remaining trash from the 4th of July holiday.

It was reported that there have been some issues between HOA and non- HOA members.

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.

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

Debra Conkle presented the following letter from Waste Management regarding the annual price increase. Service will increase from



WASTE MANAGEMENT INC.

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

July 1, 2020

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

Re: Garbage Collection Agreement / Annual CPI Adjustment

Dear Directors:

Provided for your notification is the annual CPI adjustment as stated in Section 9, Modification to rates, in our solid waste collection agreement. The scheduled annual CPI adjustment will be reflected in our invoicing for services beginning September 1, 2020.

The CPI Garbage and Trash index number in May 2019 was 480865 and has increased to 494.946 as of May 2020. The rate for collection services will increase 2.928 % over your current monthly base rate of \$19.13 to \$19.69.

It is a pleasure to be part of the community team. Should you have any questions or comments, please do not hesitate to contact me directly at 832-928-8380 or tsmith71@wm.com.

Sincerely,

Tiana Smith

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

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

128.83

4528.73

S.A. MUD#1
7-16-2020

\$19.13 per residence to \$19.69 or \$4,399.90 per month to \$4,528.73, beginning September 1, 2020.

Director Hooti reminded the Board of the Waste Management trucks leaking oil on the streets within the subdivision. He stated that they had come out once and tried to clean it up. It was the consensus of the Board that Director Hooti contact Waste Management again for them to clean up.

There being no further business, the meeting was adjourned.

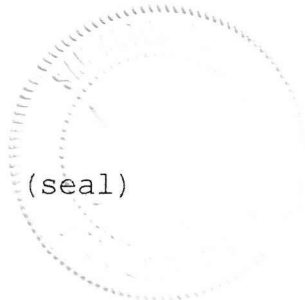


Robert L. Kuhn, President
San Antonio Municipal Utility District No. 1

ATTEST:



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



(seal)