

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

**JUNE 14, 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 14th day of June 2023, 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, Executive Administrator, John Bartholomae, Jim Berbiglia, Earle Lauderdale, Vanessa Quintanilla, Trey and Maria Fernandez, Michael Morchat, Jami Chavarria, Andrea Rogers, Craig Hall, Dan Gonzales, Diana Killough and Julie Zapata, 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  
MAY 10, 2023**
- 2. REPORT CONCERNING MARCH 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 Hooti seconded the motion, which passed by unanimous vote of the Directors present.

**II. STATUS REPORTS:**

**II. (A.) DISCUSSION REGARDING 2022/2023 PROJECTS/PLANS**

- 1. Fence Addition to Control Dumping**

President Kuhn stated that Fred Kempf will be using a post hole digger for the beginning of this project.

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

**MAY 10, 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 10th day of May 2023, 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, Executive Administrator, John Bartholomae, Chris Lauderdale, Craig Hall, Dan Gonzales, Diana Killough and Julie Zapata, 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 12, 2023**
- 2. REPORT CONCERNING MARCH 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 Ferguson seconded the motion, which passed by unanimous vote of the Directors present.

**II. STATUS REPORTS:**

**II. (A.) DISCUSSION REGARDING 2022/2023 PROJECTS/PLANS**

**1. Fence Addition to Control Dumping**

President Kuhn stated that this item was for the fence on the south side of Ranch Parkway and NOT the fence to control dumping. He stated that he had received a bid for \$21,996.00 to replace the whole fence in wood material. After a lengthy discussion and many ideas/options, it was the consensus of the Board to investigate different alternatives to repair the fence on the south side of Ranch Parkway.

S.A. MUD#1  
5-10-2023

**2. Bulk Trash Pick Up**

Director Ferguson informed the Board that the new waste service provider would provide bi-annual bulk trash collection and that this item could be removed from the agenda.

There was no discussion on Bulk Trash pickup, however, it was reported that the County would provide containers for Brush pick up. The County will only provide this service through the HOA. This item can also be removed from the agenda.

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

**1. PROPERTY MAINTENANCE**

**a. MUD Building/Tennis Court Parking Lot Reseal**

Director Hooti informed the Board that he had contacted SAWS and presented a claim for the parking lot repairs. However, SAWS rejected the claim due to the fact that the parking lot is, in fact, an easement granted to them previously by the Board. President It was the consensus of the Board to postpone the reseal of the MUD building parking lot until the current SAWS project is complete.

It was the further consensus of the Board that President Kuhn contact SAWS regarding the emergency exit.

Director Ferguson moved that the Board approved the Tennis Court Parking Lot Reseal estimate of \$5,365.63. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

**b. Motion Light for Tennie Court**

**c. Install Gate at Tennis Court**

After a brief discussion, it was the consensus of the Board that these items be removed from the agenda.

**2. UNLAWFUL DUMPING**

It was reported that pallets had been dumped but will allow time for the contractor to clean up.

S.A. MUD#1  
5-10-2023

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

**1. Ceiling Repair**

President Kuhn stated that he was having a hard time finding contractors for this project.

**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**

There was nothing to report on these items at this time.

**III. UNFINISHED BUSINESS**

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

**III. (B.) DISCUSSION AND ACTION REGARDING TRANSITION TO HOA**

President Kuhn stated that the Board is working on these items.

**III. (C.) DISCUSSION AND POSSIBLE ACTION REGARDING TRANSFERRING TENNIS COURTS PROPERTY AND OTHER SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1 PROPERTIES TO THE CONSERVATION EASEMENT**

President Kuhn stated that the Appraisers quit so the Conservation Board will need to hire new appraisers before this can be finalized.

**IV. (D.) DISCUSSION AND POSSIBLE ACTION REGARDING REPLACEMENT FOR WASTE MANAGEMENT**

Debra Conkle reported that she had received the following correspondence from Waste Management regarding their termination of the service contract.

Directors Hooti and Ferguson informed the Board that they had started out with a list of 6 providers and only found one that was interested in providing a contract to the District. Waste Connections and received the following proposal.

**S.A. MUD#1  
5-10-2023**

They stated it would still be the 96-gallon container but, two of them and, not with the use of the "special truck".

The following questions were raised and would need to be answered before finalization of a contract:

Would every household have to have two (2) 96-gallon Containers?

Would the Condor Pass alley be able to be used?

Will the service provider accept different containers?

After a brief discussion Director Ferguson moved that the Board approve, in concept, to accept this proposal and add approval of the contract to the next regular meeting of the board once these questions are answered. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

#### **IV. NEW BUSINESS**

##### **(B.) DISCUSSION AND POSSIBLE ACTION REGARDING CITIZEN CONCERNS AND CUSTOMER CORRESPONDENCE**

Diana Killough stated that the Apacheria street sign is still missing. Director Burn moved to approve the purchase of a new street sign. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

Dan Gonzales stated that his appraisal had gone up and he would be protesting it.

John Bartholomae stated that the HOA is still awaiting a bid for PUD Street repair.

Debra Conkle informed the Board that the Los Reyes resident has threatened legal action if the MUD Board does nothing about those trespassing on this property. It was the consensus of the Board to go ahead and approve the purchase of the signs that had been previously discussed.

Director Ferguson stated that he wants to get updated Aerial Photos for the MUD building.

**S.A. MUD#1**  
**5-10-2023**

There being no further business, the meeting was adjourned at 7:19 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)

TAX COLLECTIONS  
DISTRIBUTION

DATE: 6/14/2023 April 2023 Tax Collections

DEPOSITS:

RECEIVED:	TAX	P&I	AMT FEE	OTHER	TOTAL COLLECTIONS	LESS ATTORNEY FEE	BALANCE	REFUNDS/TAX ASSESSOR FEE	BALANCE	REMITTED
Y2001	\$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	
Y2003	\$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	
Y2005	\$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	
Y2007	\$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	
Y2009	\$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	
Y2011	\$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	
Y2013	\$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	
Y2015	\$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	
Y2017	\$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	
Y2019	\$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	
Y2021	(\$558.96)	\$0.00	\$0.00		\$0.00		\$0.00		\$0.00	
Y2022	\$61.05	\$5.54	\$0.00		\$66.59		(\$609.27)		\$66.59	
TOTAL	(\$497.91)	(\$44.77)	\$0.00	\$0.00	(\$542.68)	\$0.00	(\$542.68)	\$0.00	(\$542.68)	\$0.00

YEAR MAINT. TAX	P&I	AMT FEE	LESS FEE/REFUND	D S TAX	P&I	ATT FEE	LESS 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	(\$420.56)	\$0.00	\$0.00	(\$138.40)	(\$12.46)	\$0.00	\$0.00	(\$609.27)
Y2022	\$44.52	\$4.04	\$0.00	\$16.53	\$1.50	\$0.00	\$0.00	\$66.59
TOTAL	(\$376.04)	(\$33.81)	\$0.00	(\$121.87)	(\$10.96)	\$0.00	\$0.00	(\$542.68)

TOTAL AMT DUE	TOTAL AMT DUE DSF	LESS:	TOTAL
GOF	(\$409.86)	ATTORNEY FEE	(\$132.82)
		TAX ASSESSOR FEE	\$0.00
		REFUNDS/REVERGALS	\$0.00
		AMT FOR DSF DEPOSIT:	(\$132.82)
		TOTAL =	(\$542.68)

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1  
 REPORT OF OPERATIONS  
 6/14/2023**

**REVENUES**

<b>Collections this period (Maint. Tax)</b>	<b>4/23</b>	<b>(\$542.68)</b>
<b>Miscellaneous Revenue:</b>		
<b>TOTAL REVENUE THIS PERIOD</b>		<b>(\$542.68)</b>

**EXPENSES**

<b>Auditing</b>		<b>\$5,805.20</b>
<b>Waste Management</b>		<b>\$69.40</b>
<b>AT &amp; T Mobility</b>		<b>\$96.78</b>
<b>AT &amp; T U-Verse</b>		
<b>CITY PUBLIC SERVICE:</b>		
<b># 2096723016 SA MUD OFFICE</b>		<b>\$41.54</b>
<b>SAN ANTONIO WATER SYSTEMS:</b>		
<b># 0514993248891 SA MUD OFFICE</b>		<b>\$28.27</b>
<b>DIRECTORS FEES:</b>		
<b>B. BURN</b>		
<b>R. KUHN</b>		
<b>Z. FUENTES-REAL</b>		
<b>D. FERGUSON</b>		
<b>M. HOOTI</b>		
<b>PROPERTY MAINTENANCE</b>		
<b>LEGAL FEES</b>		
<b>INSURANCE</b>		
<b>EXECUTIVE ADMINISTRATOR JULY 2023</b>		<b>\$2,077.90 **</b>
<b>PETTY CASH</b>		<b>\$114.08</b>
<b>MISCELLANEOUS:</b>		
<b>City Public Service - Street Light</b>		<b>\$24.19</b>
<b>IRS Payroll Deposit MAY 2023</b>		<b>\$516.38</b>
<b>Flasher Equip - Apacheria/No Trespassing Signs</b>		<b>\$108.00</b>
<b>Bexar Appraisal District - 3rd Quarter Levy</b>		<b>\$378.00</b>
<b>TOTAL EXPENSES FOR THIS PERIOD:</b>		<b>\$9,259.74</b>
<b>REVENUES MINUS EXPENSES THIS PERIOD</b>		<b>(\$9,802.42)</b>



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 REPORT OF OPERATIONS  
 NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES  
 6/14/2023

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
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		----- \$0.00

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures	----- \$0.00
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S.A. MUD#1  
6-14-2023

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

**1. PROPERTY MAINTENANCE**

**a. MUD Building/Tennis Court Parking Lot Reseal**

No action was taken on this item at this time.

**2. UNLAWFUL DUMPING**

It was reported that the pallets are still there. Awaiting Contractor clean up.

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

**1. Ceiling Repair**

President Kuhn stated that he had received a bid and Director Hooti requested an opportunity to get bids as well but not for the full ceiling.

**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**

There was nothing to report on these items at this time, except that the Bexar County Elections Department has requested to use the building on November 7, 2023.

**III. UNFINISHED BUSINESS**

There was no unfinished business to discuss.

**IV. NEW BUSINESS**

**IV. (A.) DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF A CONTRACT WITH WASTE CONNECTIONS**

Director Ferguson informed the Board that Waste Connections had accepted the terms of no new price increase in the first year, no price increase more than 8% thereafter, 2 bulk item pickups per year. He did mention that the Contract has not been completed but moved that the Board accept it in concept and a final acceptance at the next regular meeting of the Board. Director Burn seconded the motion, which passed unanimously by the Directors present.

S.A. MUD#1  
6-14-2023

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

Diana Killough thanked the Board for the replacement of Apacheria street sign and stated that there was still construction debris in the area.

Jim Berbiglia proposed changes to the rules of the tennis courts to avoid a mother's protest and allow children to play on the tennis courts. There was a lengthy discussion regarding this matter and some residents in attendance agreed and some disagreed. The MUD Board did remind those in attendance that there is a small playground right here at the MUD building and bicycles and tricycles could be easily ridden in the MUD building parking lot.

**V. EXECUTIVE SESSION:**

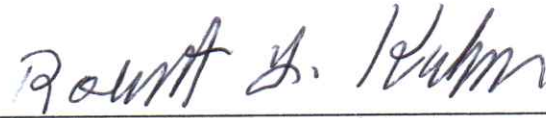
- A. EXECUTIVE SESSION.** The Regular Session of the June 14, 2023 Regular Board Meeting is hereby recessed to hold an Executive Session and discuss matters pursuant to Sections 551.071 and 551.072 of the Texas Open Meetings Act to deliberate the purchase, exchange, lease, or value of real property as 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 7:06 p.m.

An Executive Session was called to have a conversation regarding board member concerns.

- V. B. RECONVENE REGULAR SESSION.** The Regular Session of the Regular Board Meeting of June 14, 2023, is hereby reconvened at 7:51 p.m.

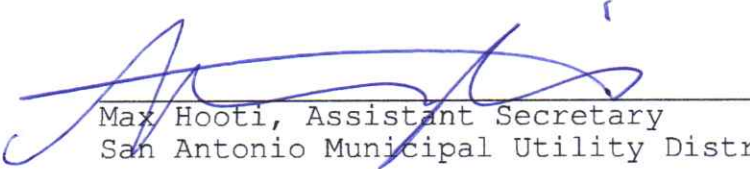
S.A. MUD#1  
6-14-2023

There being no further business, the meeting was adjourned at 7:29 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)

