

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

June 11, 2025

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 according to Notice duly given at 6:30 p.m., at 16450 Wildlake Blvd, Helotes, Texas 78023, on the 11th day of June 2025, with the following members present, to wit:

Max Hooti, President
Sylvie Shurgot, Vice President
Tammy Ford, Secretary
Jim Berbiglia, Director

And no members absent, thus constituting a quorum. Also present were Debra Conkle, Executive Administrator; Chuck Meade, Rose Meade and John Bartholmae, San Antonio Ranch residents.

President Hooti called the meeting to order, led the recitation of the Pledge of Allegiance, and announced that the first item of business would be:

I. PUBLIC COMMENTS: This is the time for public comments about items on this month's agenda. This time is also available for new issues. Per Open Meetings Act 551.042, deliberation of or decision about public inquiries will be limited to a proposal to place the subject on the agenda for a subsequent meeting. Public comments are limited to five minutes.

The Board considered a comment to keep the Ranch Parkway fence wooden.

During public comments, neighbors complimented the Board on the cleanliness of the building and on the freshly painted fence at the entrance of the neighborhood.

There being no other public comments, President Hooti announced that the next item of business was:

II. Oath of Office for Craig Hall

Craig Hall was not able to attend the meeting, this item was tabled.

III. CONSENT AGENDA:

A. REVIEW AND APPROVAL OF THE MINUTES OF THE MEETING HELD
APRIL 9, 2025, May 14th, 2025 and May 31st, 2025

B. REPORT CONCERNING MARCH 2025 TAX COLLECTIONS

C. REVIEW AND APPROVAL OF ACCOUNT BALANCES/BILLINGS
INCURRED AND AUTHORIZATION OF EXPENDITURES

1. Director Ford moved that the Minutes of the Meeting held April 9, 2025, May 14th, 2025 and May 31st, 2025 be tabled at this time. Director Shurgot seconded the motion, which passed by unanimous vote of the Directors present.

Director Shurgot moved that the remaining items within the Consent Agenda be approved as submitted. Director Ford seconded the motion, which passed by unanimous vote of the Directors present.

The approved items within the Consent Agenda are as follows:

2. Report Concerning May 2025 Tax Collections

3. Review and Approve Account Balances/Billings Incurred and Authorization of Expenditures

IV. STATUS REPORTS

A. Discussion and Possible Action Regarding Maintenance and Appearance of District Property

1. Property Maintenance/Front Shredding

The HOA will be mowing in the next couple of weeks and in order to maintain a uniform look to the District, there was a consensus that President Hooti would call Mr. Moos to shred at that time. An amount up to \$600 was approved to pay for the shredding.

B. Discussion and Possible Action Regarding Building Maintenance

1. Water Heater

The water heater doesn't appear to be leaking; the leak may have come from the old HVAC system. No action is to be taken at this time.

2. HVAC Report

The new systems were installed and are functioning as intended.

C. Discussion and Possible Action Regarding Tennis Court Maintenance

1. Appoint Committee to Oversee Court Maintenance

Jim Berbiglia will continue to care for the courts as he has been for many years.

D. Discussion and Possible Action Regarding Requests for Use of MUD Building

There were no requests to rent the MUD Building.

V. UNFINISHED BUSINESS:

A. Discussion and Possible Action Regarding Repair and/or Replacement of Wooden Fence Along Ranch Parkway into Metal Fence and Repair and/or Replace of Wooden Bridge Along the MUD owned Hiking Trails

Craig Hall repaired and painted the fence. No other action will be taken at this time.

B. Discussion and Possible Action Regarding Amendment to MUD Building Rental Agreement

Director Ford is working on the Building Rental Agreement.

C. Discussion and Possible Action Regarding the District Resuming Subdivision Property Maintenance

President Hooti stated that there is no news at this time; it was the consensus of the Board to table this item.

- D. **Discussion and Possible Action Regarding Executive Administrator Contract and Performance Review**
This item will be discussed in Executive Session.

- E. **Discussion and Possible Action Regarding Replacement of Mulch in Playground at MUD Building**
Director Shurgot pointed out that there is not enough mulch in the playground and the advice from our playground consultant (a retired licensed playground inspector) was for approximately twice as much mulch as was added. After a brief discussion, Director Shurgot made a motion to add 10 yards of mulch to the playground. President Hooti seconded the motion, which passed unanimously. Ty Matthews will pick up the mulch and deliver it at no cost.

VI. NEW BUSINESS:

- A. **Discussion and Possible Action Regarding the Reduction of the Total Number of Regular Meetings from Twelve to Six Per Year**

A discussion was held regarding the possibility of changing the regular meetings schedule to bimonthly, as it had been in the early days of the District's existence. It was determined that meeting on even months would sufficiently serve the operational and administrative needs of the District, while maintaining compliance with applicable legal requirements. Director Berbiglia made a motion to change the regular meetings schedule to every other month; Director Shurgot seconded the motion, which passed unanimously. A Resolution will be drafted and signed at the next meeting.

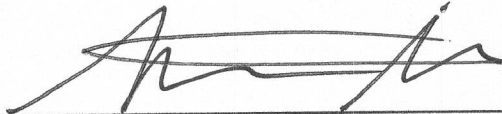
President Hooti announced that the Board would commence the Executive Session at 7:30 p.m.

VII. EXECUTIVE SESSION

EXECUTIVE SESSION. The Regular Session of the June 15, 2025, Regular Board Meeting is hereby recessed to hold an Executive Session and

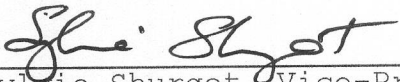
discuss matters pursuant to Section 551.074 of the Texas Open Meetings Act to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

There being no further business, the executive session was closed and the meeting was adjourned at 8:15 p.m.



Max Hooti, President
San Antonio Municipal Utility District No. 1

ATTEST:



Sylvie Shurgot, Vice-President
San Antonio Municipal Utility District No. 1

Seal

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
REPORT OF OPERATIONS
6/11/2025**

REVENUES

Collections this period (Maint. Tax)	4/25	\$1,580.35
Miscellaneous Revenue:		
Elections Department - Use of Building		\$150.00
TOTAL REVENUE THIS PERIOD		\$1,730.35

EXPENSES

Auditing		
Waste Connections - June 2025		\$5,170.00
AT & T Mobility		(\$92.83) ****
AT & T U-Verse		\$118.28
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$146.04
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$36.79
DIRECTORS FEES:		
M. HOOTI		
S. SHURGOT		
C. LINDSEY		
D. FERGUSON		
T. FORD		
PROPERTY MAINTENANCE		
LEGAL FEES		
INSURANCE		
EXECUTIVE ADMINISTRATOR JULY 2025		\$2,434.68 **
PETTY CASH		
MISCELLANEOUS:		
City Public Service - Street Light		\$25.80
IRS Payroll Deposit MAY 2025		\$348.79
EZ Air Conditioning and Heating		\$17,300.00
Bexar Appraisal District 3rd Quarter		\$232.00
Max Hooti - Reimb Tennis Court Sign/Material		\$663.48
Max Hooti - Fence Paint and Stain		\$95.96
Sylvie Shurgot - Reimb Fence Repair		\$12.09
Sylvie Shurgot - Reimb Website		\$330.36
Sylvie Shurgot - Ceiling Tiles		\$56.98
Maria Medina - Office Cleaning		\$100.00
TOTAL EXPENSES FOR THIS PERIOD:		\$26,978.42
REVENUES MINUS EXPENSES THIS PERIOD		(\$25,248.07)

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REPORT OF OPERATIONS
NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
6/11/2025

NOTES:

** Paid on the 1st of the month

*** Amount available to transfer

**** Unknown customer payment applied to our account ... not disputed

TAX CLEARING AND FUND TRANSFERS:

FROM	TO		AMOUNT
1. FROST CLEARING	FROST OPERATING	CHECK	\$1,580.35
2. FROST CLEARING	TEX POOL OPERATING	WIRE	
3. FROST CLEARING	FROST DEBT SERVICE	CHECK	
4. TEX POOL OPERATING	FROST OPERATING	WIRE	
5. FROST CLEARING	TEX POOL CLEARING	WIRE	
5. TEX POOL DEBT SERVICE	TEX POOL CLEARING	WIRE	
6. FROST DEBT SERVICE	TEX POOL DEBT SERVICE	WIRE	
7. TEX POOL CLEARING	TEX POOL OPER	WIRE	
8. TEX POOL CLEARING	TEX POOL DEBT SERVICE	WIRE	
9. FROST OPERATING	TEX POOL OPERATING	WIRE	
10. FROST CLEARING	FROST OPERATING *	CHECK	\$18,409.00
TOTAL TAX CLEARING & FUND TRANSFERS			<u>\$19,989.35</u>

* TO SUBSIDIZE GOF FOR NEXT MONTH

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures	<u>\$0.00</u>
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