

SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

JULY 22, 2025

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 2:00 p.m., at 16450 Wildlake Blvd, Helotes, Texas 78023, on the 22nd day of July 2025, with the following member's present to-wit:

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

And no members absent, thus constituting a quorum.

President Hooti called the meeting to order and, since no members of the public were present, announced that the first item of business would be:

I. CONSENT AGENDA

**A. Review and Approval of Minutes of the Meetings held on
April 9, 2025, May 14, 2025 and July 2, 2025**

Director Berbiglia moved that the Minutes for the April 9, 2025, May 14, 2025 and July 2, 2025 meetings be approved as submitted. Director Shurgot seconded the motion, which passed by unanimous vote of the Directors present.

**B. Review and approval of account balances/billings incurred
and authorization of expenditures**

Director Shurgot moved that payment of the account balances/billings incurred be approved and expenditures authorized. Director Berbiglia seconded the motion, which passed by unanimous vote of the Directors present.

The items within the Consent Agenda thus approved are as follows:

**SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
REPORT OF OPERATIONS
7/22/2025**

REVENUES

Collections this period (Maint. Tax)	6/25	\$5,844.87
 Miscellaneous Revenue:		
Elections Department - Use of Building		\$0.00
TOTAL REVENUE THIS PERIOD		\$5,844.87

EXPENSES

Auditing		
Waste Connections - July 2025		\$5,170.00
AT & T Mobility	To be cancelled	****
AT & T U-Verse (Credit as of 6/26/2025)		(\$25.09)
CITY PUBLIC SERVICE:		
# 2096723016 SA MUD OFFICE		\$143.38
SAN ANTONIO WATER SYSTEMS:		
# 0514993248891 SA MUD OFFICE		\$28.24
PROPERTY MAINTENANCE		
LEGAL FEES		\$92.00
INSURANCE (Reinstate Bond Insurance)		\$200.00
EXECUTIVE ADMINISTRATOR		
PETTY CASH - Funds deposited to 0073 8/5/25		
MISCELLANEOUS:		
City Public Service - Street Light		\$27.04
Wayne Moose - Shredding		\$550.00
Max Hooti - Reimb Office Supplies		\$76.25
Sylvie Shurgot - Reimb Laptop & Software		\$720.96
Maria Medina - Office Cleaning		\$100.00
TOTAL EXPENSES FOR THIS PERIOD:		\$7,082.78
REVENUES MINUS EXPENSES THIS PERIOD		(\$1,237.91)

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REPORT OF OPERATIONS
NOTES, TRANSFERS AND DEBT SERVICE EXPENDITURES
7/22/2025

NOTES:

*** Amount available to transfer

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

WIRE TRANSFERS - JULY 2025

1. FROST CLEARING	TEX POOL CLEARING	\$0.00
2. TEX POOL CLEARING	TEX POOL DEBT SERVICE	\$0.00
3. TEX POOL CLEARING	TEX POOL OPERATING	\$0.00
4. TEX POOL DEBT SERVICE	FROST DEBT SERVICE	\$0.00
5. TEX POOL OPERATING	FROST OPERATING	\$0.00
6. FROST CLEARING	TEX POOL DEBT SERVICE	\$0.00
7. TEX POOL OPERATING	TEX POOL DEBT SERVICE	\$0.00
8. FROST CLEARING	TEX POOL OPERATING	\$0.00
9. TEX POOL CLEARING	FROST OPERATING	\$0.00
10. FROST DEBT SERVICE	TEX POOL DEBT SERVICE	\$0.00
11. FROST OPERATING	TEX POOL OPERATING	\$0.00
12. FROST CHECKING	FROST OPERATING	\$136.09
13. FROST CLEARING	FROST OPERATING	\$30,000.00
14. TEX POOL DEBT SERVICE	TEX POOL CLEARING	\$0.00
15. TEX POOL DEBT SERVICE TO BANK OF NEW YORK		
TOTAL AMOUNT OF TRANSFERS		\$42,736.09

Tex Pool should have this info

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures	\$0.00
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S.A. MUD#1
7-22-2025

II. UNFINISHED BUSINESS

A. Discussion and Possible Action Regarding the engagement of professional services

The Directors discussed the hiring of an independent contractor to take care of the bookkeeping and manage the building rental.

Director Shurgot moved that Casey Brakebill be engaged as an independent contractor for a cost of \$800/month to perform the services listed above. Director Berbiglia seconded the motion, which passed by unanimous vote of the Directors present.

III. NEW BUSINESS

A. Discussion and Possible Action Regarding a Resolution to establish a system that allows for payment of invoices and bills during the months when the Board of Directors does not meet.

President Hooti made a motion to adopt a Resolution to allow for payment of invoices and bills during the months when the Board of Directors does not meet. Director Shurgot seconded the motion, which passed by unanimous vote of the Directors present.

The Resolution thus approved is as follows:

RESOLUTION NO. 2025-02
A RESOLUTION OF THE BOARD OF DIRECTORS OF
SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

AUTHORIZING INTERIM DISBURSEMENTS BETWEEN BOARD MEETINGS

WHEREAS, San Antonio Municipal Utility District No. 1 (the "District"), a political subdivision of the State of Texas operating under Chapters 49 and 54 of the Texas Water Code (the "District"), currently approves payments monthly; and

WHEREAS, the Board of Directors ("Board") of San Antonio Municipal Utility District No. 1 (the "District") is responsible for the prudent financial management of District funds; and

WHEREAS, the Board recognizes that certain operational expenses recur regularly and require timely payment to avoid late fees, service interruptions, or damage to the District's credit or reputation; and

WHEREAS, the Board meets bimonthly and desires to establish a policy for the timely payment of such recurring or essential expenses between regular meetings, with full transparency and proper ratification;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1 THAT:

Section 1. Authorized Interim Disbursements

The District's bookkeeper is authorized to process and disburse funds for the following categories of expenses between regularly scheduled board meetings, provided that adequate documentation is retained:

1. Utility bills
2. Ongoing maintenance contracts
3. Waste Connections
4. Semi-annual Bond Coupon Payments, as scheduled

Section 2. Ratification Requirement

All interim disbursements made under this resolution must be presented to the Board at the next regular meeting in the form of a disbursement register, accompanied by supporting invoices or documentation. The Board shall review and formally ratify the payments by vote, and such action shall be recorded in the meeting minutes.

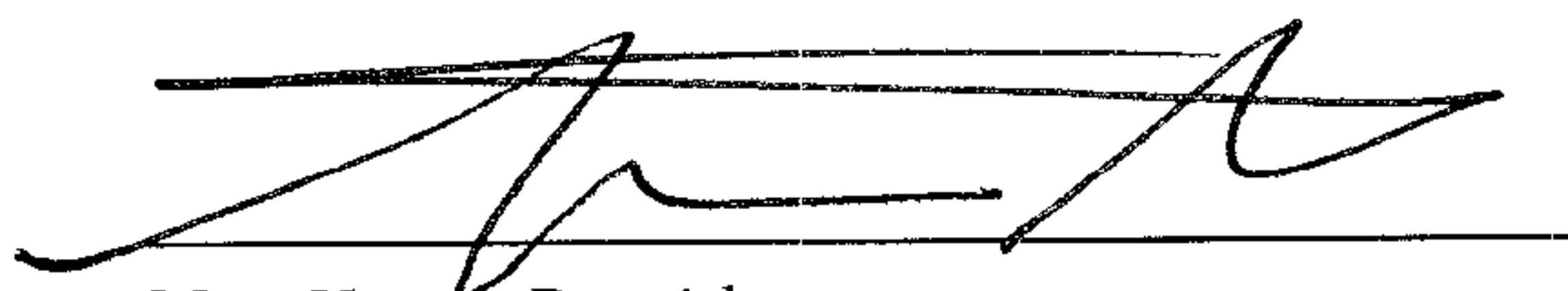
Section 3. Transparency and Documentation

The bookkeeper shall retain copies of all disbursements and supporting records in accordance with the District's record retention policies. These records shall be available for Board review upon request.

Section 4. Effective Date

This Resolution shall become effective immediately upon adoption and shall remain in effect until modified or rescinded by future Board action.

PASSED AND APPROVED this 22nd day of July, 2025, by a majority vote of the Board of Directors of San Antonio Municipal Utility District No. 1.



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

ATTEST:



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

SEAL

S.A. MUD#1
7-22-2025

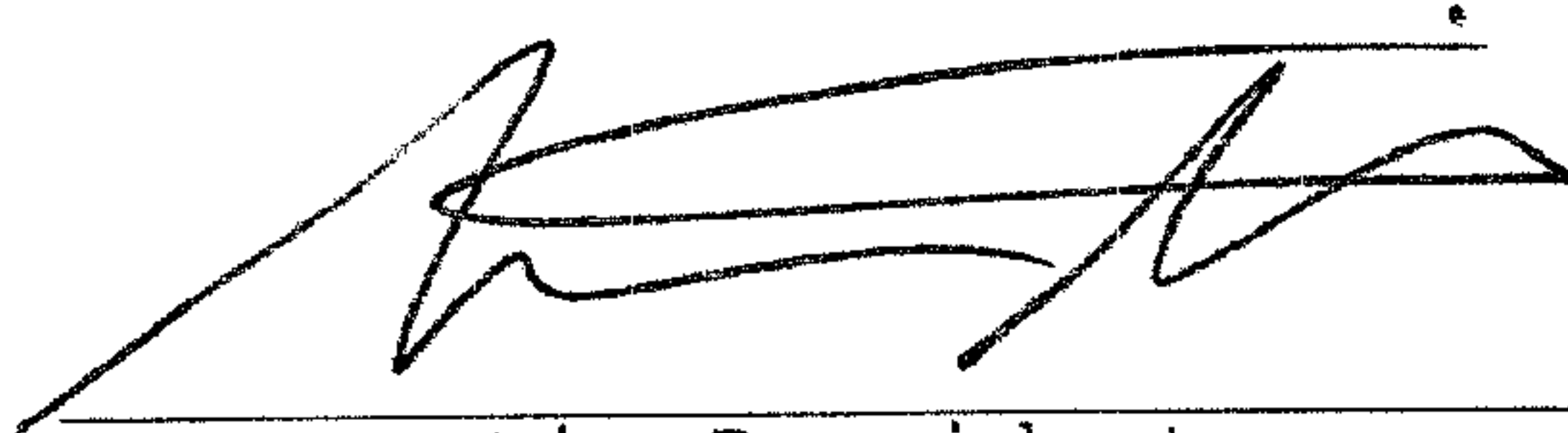
B. Discussion and Possible Action Regarding the elimination of salaries for the District's Directors

After a brief discussion regarding the Directors' salaries, currently \$1 per month, Director Hooti motioned that the Directors' salaries be eliminated. Director Berbiglia seconded the motion, which passed by unanimous vote of the Directors present.

C. Discussion and Possible Action Regarding Director duties

After discussing the various duties that need to be taken over in light of Debra Conkle's departure, the Directors came to the consensus that Director Shurgot will work on preparing tax and budget calculations with Craig Hall. Director Shurgot will also type meeting agendas and minutes as well as manage the website. Director Ford will review legal documents.

There being no further business, the meeting was adjourned at 2:47 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)