SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

OCTOBER 14, 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, 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 October 2020, with the following member's present to-with:

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

and Bill Burn and Dale Ferguson absent, thus constituting a quorum. Also present were Debra Conkle, Office Manager, Jim Berbiglia, Mike and Shauna Duff, Adrienne Boulton, John Bartholomau and Craig Hall, San Antonio Ranch residents.

Jim Berbiglia announced that he objected to those in attendance that were not wearing masks even though social distancing was being observed. After a brief conversation, everyone put on their masks.

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 MEETINGS
      SEPTEMBER 9, 2020
   2. REPORT CONCERNING AUGUST 2020 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 Hooti seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:
II. (A.) DISCUSSION REGARDING 2020/2021 PROJECTS/PLANS
There were no projects/plans to discuss at this time.
SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

SEPTEMBER 9, 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, open to the public and pursuant to Notice duly given at 6:30 p.m., at 16450 Wildlake Blvd, Helotes, Texas 78023, on the 9th day of September 2020, with the following member's present to-with:

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, Office Manager, Jim Berbiglia, Joe Longoria, David Echevarria 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 MEETINGS HELD AUGUST 12 AND AUGUST 20, 2020
   2. REPORT CONCERNING JULY 2020 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 2020/2021 PROJECTS/PLANS
   1. TENNIS COURT RESURFACE
   The Board was informed that the tennis court resurface is complete.

II. (B.) DISCUSSION REGARDING MAINTENANCE AND APPEARANCE OF DISTRICT PROPERTY
   1. PROPERTY MAINTENANCE
   2. UNLAWFUL DUMPING
   The Board was informed that the front acreage had been shredded for $157.50 and there was no unlawful dumping.
II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE
It was noted that the building would be pressure washed in the near future.

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 no new information to report on these items, except that the Bexar County Elections department will be using the building on November 3, 2020 for a General Election.

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 new information to report on this item currently.

IV. (A.) DISCUSSION AND ACTION REGARDING APPROVAL OF PROPOSED BEXAR COUNTY TAX ASSESSOR/COLLECTOR FEE FOR THE 2020 TAX YEAR
Debra Conkle provided the following correspondence from the Bexar County Tax office and noted that the proposed 2020 Tax Assessor/Collector fee would be $1.84 per account up from $1.61 per account last year.

Director Fuentes-Real moved that the Board approve Proposed 2020 Tax Assessor/Collector Fee as presented. Director Houghton seconded the motion, which passed by unanimous vote of the Directors present.
IV. (B.) DISCUSSION AND ACTION REGARDING THE 2019 DELINQUENT TAX ROLL

Debra Conkle provided the following correspondence from the Bexar County Tax office for the Board’s information. It was the consensus of the Board to accept the 2019 Delinquent Tax Roll as presented.
IV. (C.) DISCUSSION AND NECESSARY ACTION REGARDING APPROVAL OF 2020 AUDIT ENGAGEMENT LETTER

Debra Conkle submitted the following correspondence from Haynie & Company for the Board’s review and acceptance. Director Ferguson moved that the Board accept the 2020 Audit Engagement Letter as presented with a fee of $15,500.00. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.

That 2020 Audit Engagement Letter thus accepted is as follows:
IV. (D.) DISCUSSION AND ACTION REGARDING APPROVAL OF 2020/2021 OPERATIONS AND MAINTENANCE BUDGET

Debra Conkle submitted the following draft 2020/2021 Operations and Maintenance budget for the Board’s review and stated that it is .17652 increase from last year. Director Burn moved that the Board accept the 2020/2021 Budget as presented. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

That 2020/2021 Operations and Maintenance Budget thus approved is as follows:
IV. (E.) CONDUCT PUBLIC HEARING REGARDING 2018 TAX RATE

President Kuhn opened the public hearing at 6:39pm. Debra Conkle stated that in accordance with the publication on September 25, 2020, the Board would be setting the Debt Service tax rate at .1300 and the Operations and Maintenance tax rate at .40. For a total tax rate of $.5300 per $100.00 of valuation. She asked if any of the persons in attendance had any questions or comments regarding the proposed tax rate.

There were no questions or comments at the time. President Kuhn closed the public hearing at 6:40 pm.

IV. (F.) CONSIDERATION AND APPROVAL OF AN ORDER BY THE BOARD OF DIRECTORS OF THE SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1 OF BEXAR COUNTY, TEXAS LEVYING AN AD VALOREM TAX FOR THE CURRENT TAX YEAR ON ALL TAXABLE PROPERTY LOCATED WITHIN THE DISTRICT IN ACCORDANCE WITH THE PROVISIONS OF THE TEXAS PROPERTY TAX CODE, AS AMENDED, AND OTHER MATTERS IN CONNECTIONS THEREWITH

Debra Conkle presented the following 2020 Tax Rate Order Setting the Debt service Tax Rate at .1300 and the Operations and Maintenance Tax Rate at .40 for a total tax rate of .5300 for the Board’s approval. Director Burn Fuentes-Real moved that the Board approve the 2020 Tax Rate Order as presented. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.

It is important to note that the Boards position is to not levy Debt Service taxes during the last three years of the bond payments.

That Order Setting the 2020 Tax Rates thus approved is as follows:
IV. (G.) DISCUSSION AND ACTION REGARDING AMENDMENT TO DISTRICT INFORMATION FORM

Debra Conkle presented the following Amendment to District Information Form for the Board’s approval. Director Ferguson moved that the Board approve the Amendment to District Information Form as presented. Director Hooti seconded the motion, which passed by unanimous vote of the Directors present.

That Amendment to District Information Form thus approved is as follows:
IV. (H.) DISCUSSION AND NECESSARY ACTION REGARDING CITIZEN’S CONCERNS AND CUSTOMER CORRESPONDENCE

A question was asked about AT&T and what are they doing in the front of the subdivision. It was noted that fiber optics may be being installed.

There being no further business, the meeting was adjourned at 7:06 pm.

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

ATTEST:

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

(seal)
### DEPOSITS

**Date:** 9/11/2020  
**Amount:** $924.46

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**DISTRIBUTION**

**Date:** 10/14/2020  
**August 2020 Tax Collections**  
**RECEIVED: 624.86**

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**TOTAL:** $924.46
REVENUES

Collections this period (Maint. Tax) 8/20 $424.40

Miscellaneous Revenue:

TOTAL REVENUE THIS PERIOD $424.40

EXPENSES

Max Hooti - Reimbursement for Picketball Set $299.00
Auditing $0.00
Waste Management $4,528.70
AT & T Mobility $62.62
AT & T U-Verse $79.19
CITY PUBLIC SERVICE:
  # 2096723016 SA MUD OFFICE $63.83
SAN ANTONIO WATER SYSTEMS:
  # 0514993248891 SA MUD OFFICE $34.64
DIRECTORS FEES:
  B. BURN 10/10/2020 $1.00
  R. KUHN $1.00
  Z. FUENTES-REAL $1.00
  D. FERGUSON $1.00
  M. HOOTI $1.00
PROPERTY MAINTENANCE $1,575.00
LEGAL FEES $0.00
INSURANCE $2,219.54
OFFICE MANAGER $1,768.46
PETTY CASH $100.00
MISCELLANEOUS:
  City Public Service - Street Light $23.06
  IRS Payroll Deposit August 2020 $384.81
  Darla Harlos - Office Cleaning - October $100.00
  Thompson West - Texas Water Code Updates $78.00
  Wright Mechanical - A/C Repair $105.00
  Debra Conkle - Reimbursement for Notices $62.67
  Jim Berbiglia $455.00
TOTAL EXPENSES FOR THIS PERIOD: $11,645.52

REVENUES MINUS EXPENSES THIS PERIOD ($11,221.12)
NOTES:

** Previously Paid

*** Pending Invoice

**** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

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TOTAL TAX CLEARING & FUND TRANSFERS $624.86

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures $0.00
II. (B.) DISCUSSION REGARDING MAINTENANCE AND APPEARANCE OF DISTRICT PROPERTY
1. PROPERTY MAINTENANCE
2. UNLAWFUL DUMPING
The Board was informed that two dead trees had been removed at the tennis courts, there was only one mowing this month and there was no unlawful dumping.

II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE
It was noted that the building would be pressure washed in the near future.

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 no new information to report on these items, except that the Bexar County Elections department will be using the building on November 3, 2020 for a General Election.

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 new information to report on this item currently.

IV. (A.) REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING SELECTION OF NEW LEGAL COUNSEL
Three proposals were presented for the Board’s review. A brief discussion was held, and each proposal was discussed. It was the consensus of the Board to select Denton, Navarro, Rocha, Bernal & Zech, P.C., however it was decided to wait until a full board was present to make it official.
IV. (B.) DISCUSSION AND POSSIBLE ACTION REGARDING INCREASE IN DIRECTOR SALARIES
Debra Conkle stated that Director Burn has requested that this item be added to the agenda. It was the consensus to defer discussion until the next regular meeting of the Board.

IV. (C.) DISCUSSION AND NECESSARY ACTION REGARDING CITIZEN’S CONCERNS AND CUSTOMER CORRESPONDENCE
The Board was informed that the Homeowner’s Association is willing to help the Board with whatever may be needed. It was also noted that a committee had been formed to provide a smooth transition once the bonds are paid and the MUD is dissolved. That committee consists of Robert Kuhn, Max Hooti and Craig Lauderdale.

It was noted that another pickleball set was ordered today and the residents are enjoying the court.

The Board thanks Jim Berbiglia and Mike and Shauna Duff for taking care of responsibilities at the tennis courts.

There being no further business, the meeting was adjourned at 6:57 pm.

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

ATTEST:

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

(seal)