SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

OCTOBER 9, 2019

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 October 2019, with the following member’s present to-with:

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

and no members absent, thus constituting a quorum. Also present were Debra Conkle, Office Manager, Mike and Shauna Duff, Jim Berbiglia and Diana Killough, 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 MEETING HELD SEPTEMBER 11, 2019
  2. REPORT CONCERNING AUGUST 2019 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 2019/2020 PROJECTS/PLANS
The Board was informed that blue signs for the Conservation Easement had been ordered. Five (5) in total for a cost estimate of $480.00.

II. (B.) DISCUSSION REGARDING MAINTENANCE AND APPEARANCE OF DISTRICT PROPERTY
1. PROPERTY MAINTENANCE
2. UNLAWFUL DUMPING
Director Hooti stated that Bexar County Public Works had committed to the area at Apacheria next Tuesday and Wednesday for low hanging trees, spray for weeds and inspect streets.
SAN ANTONIO MUNICIPAL UTILITY DISTRICT NO. 1

SEPTEMBER 11, 2019

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 11th day of September 2019, with the following member’s present to-with:

Robert Kuhn, President
Zulema Fuentes-Real, Vice President
Bill Burn, Treasurer

and Max Hooti absent, thus constituting a quorum. Also present were Debra Conkle, Office Manager, Jeff Kuhn, Legal Counsel, EC Lauderdale and Jim Berbiglia, 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 14 AND AUGUST 28, 2019
2. REPORT CONCERNING JULY 2019 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 Burn seconded the motion, which passed by unanimous vote of the Directors present.

II. STATUS REPORTS:
II. (A.) DISCUSSION REGARDING 2019/2020 PROJECTS/PLANS
There was no discussion held on this item at this time.

II. (B.) DISCUSSION REGARDING MAINTENANCE AND APPEARANCE OF DISTRICT PROPERTY
1. PROPERTY MAINTENANCE
2. UNLAWFUL DUMPING
The Board was informed of low hanging limbs that need to be trimmed and the possibility of District 7 Fire and Rescue approval for burning of dumped debris.
II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE
The Board was informed that Director Hooti had purchased a circuit breaker for the lights.

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 5, 2019 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.

III. (C.) DISCUSSION AND ACTION REGARDING PROPOSAL FROM SAN ANTONIO WATER SYSTEMS TO PURCHASE A PERMANENT EASEMENT TRAVERSING DISTRICT PROPERTY
There was no new news to report on this item at this time.

IV. (A.) DISCUSSION AND POSSIBLE ACTION REGARDING REPLACEMENT OF DIRECTOR TO FILL UNEXPIRED TERM OF JOHN KING III
IV. (B.) CONSIDERATION AN POSSIBLE APPROVAL OF STATEMENTS OF APPOINTED OFFICER
IV. (C.) CONSIDERATION AND POSSIBLE APPROVAL OF OATH OF OFFICE
IV. (D.) ELECTION OF OFFICERS
IV. (E.) DISCUSSION AND ACTION REGARDING DIRECTOR RESPONSIBILITIES
There was no action taken on these items at this time.
IV. (F.) DISCUSSION AND NECESSARY ACTION REGARDING APPROVAL OF 2019 AUDIT ENGAGEMENT LETTER

Debra Conkle submitted the following correspondence from Haynie & Company for the Board’s review and acceptance. Director Burn moved that the Board accept the 2019 Audit Engagement Letter as presented with a fee of $15,000.00, which is $543.00 less than last year. Director Fuentes-Real seconded the motion, which passed by unanimous vote of the Directors present.

That 2019 Audit Engagement Letter thus accepted is as follows:
IV. (G.) CONDUCT PUBLIC HEARING REGARDING 2018 TAX RATE
President Kuhn opened the public hearing at 6:38pm. Debra Conkle stated that in accordance of the publication last week, the Board would be setting the Debt Service tax rate at .1889 and the Operations and Maintenance tax rate at .40. For a total tax rate of $.5889 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 6:39 pm.

IV. (H.) 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 THERETHROUGH
Debra Conkle presented the following 2019 Tax Rate Order Setting the Debt service Tax Rate at .1889 and the Operations and Maintenance Tax Rate at .40 for a total tax rate of .5889 for the Board’s approval. Director Fuentes-Real moved that the Board approve the 2019 Tax Rate Order as presented. Director Burn 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 2019 Tax Rates thus approved is as follows:
IV. (I.) DISCUSSION AND ACTION REGARDING APPROVAL OF 2019/2020 OPERATIONS AND MAINTENANCE BUDGET

Debra Conkle submitted the following draft 2019/2020 Operations and Maintenance budget for the Board’s review. Director Fuentes-Real moved that the Board accept the 2019/2020 Budget as presented. Director Burn seconded the motion, which passed by unanimous vote of the Directors present.

That 2019/2020 Operations and Maintenance Budget thus approved is as follows:
IV. (J.) 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 Fuentes-Real moved that the Board approve the Amendment to District Information Form as presented. Director Burn seconded the motion, which passed by unanimous vote of the Directors present.

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

There was mention of residents at 11207 Lago Vista who are not taking care of their property. It was noted that this would be an HOA issue.

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:

Zulema Fuentes-Real, Vice-President
San Antonio Municipal Utility District No. 1

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**Total:** $864.77 | $52.50 | $34.76 | $0.00 | $951.93 | ($34.76) | $917.07 | $0.00 | $917.07 | $917.07

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**Total:** $568.46 | $33.31 | $21.89 | ($21.89) | $296.31 | $18.99 | $12.87 | ($12.87) | $917.07 |

**Total Amt Due:** $623.66

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**Deposit:** 5/24/2019 $917.07
SAN ANTONIO MUNICIPAL UTILITY DISTRICT #1
REPORT OF OPERATIONS
10/9/2019

REVENUES

Collections this period (Maint. Tax) 8/19 $601.77

Miscellaneous Revenue:

TOTAL REVENUE THIS PERIOD $601.77

EXPENSES

Auditing
Waste Management $4,399.90
AT & T Mobility $62.34
AT & T U-Verse $69.80

CITY PUBLIC SERVICE:
# 2096723016 SA MUD OFFICE $66.95

SAN ANTONIO WATER SYSTEMS:
# 051493248891 SA MUD OFFICE $38.13

DIRECTORS FEES:
B. BURN 10/9/19 $0.00
R. KUHN $1.00
Z. FUENTES-REAL $1.00
NEW BOARD MEMBER $1.00
M. HOOTI $1.00
ENGINEERING $0.00
LEGAL FEES $0.00
INSURANCE $2,215.78
OFFICE MANAGER $1,475.63
PETTY CASH $93.49
MISCELLANEOUS:
City Public Service - Street Light $22.81
IRS Payroll Deposit September 2019 $364.02
Darla Harlos - Office Cleaning $100.00 ***
Max Hooti - Reimb Front Sign Light $51.68

TOTAL EXPENSES FOR THIS PERIOD: $8,964.53
REVENUES MINUS EXPENSES THIS PERIOD ($8,362.76)
NOTES:

** Previously Paid

*** Pending Invoice

**** Previously Approved

TAX CLEARING AND FUND TRANSFERS:

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<td>5. FROST CLEARING</td>
<td>TEX POOL CLEARING</td>
<td>WIRE  $315.30</td>
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<td>6. FROST DEBT SERVICE</td>
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<td>7. TEX POOL CLEARING</td>
<td>TEX POOL OPERATING</td>
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<td>8. TEX POOL CLEARING</td>
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<td>9. FROST OPERATING</td>
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<td>10. TEX POOL DEBT SERVICE</td>
<td>FROST DEBT SERVICE</td>
<td>WIRE</td>
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TOTAL TAX CLEARING & FUND TRANSFERS $917.07

DEBT SERVICE EXPENDITURES:

Total Debt Service Expenditures $0.00
II. (C.) DISCUSSION REGARDING BUILDING MAINTENANCE
It was noted that there is still a problem with the lights.

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
The insurance billing had been received for a total of $2215.00. And the Bexar County Elections department will be using the building on November 5, 2019, March 3, May 2, May 26 and 11/3/2020.

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.

III. (C.) DISCUSSION AND ACTION REGARDING PROPOSAL FROM SAN ANTONIO WATER SYSTEMS TO PURCHASE A PERMANENT EASEMENT TRAVERSING DISTRICT PROPERTY
There was no new news to report on this item at this time.

IV. (A.) DISCUSSION AND POSSIBLE ACTION REGARDING REPLACEMENT OF DIRECTOR TO FILL UNEXPIRED TERM OF JOHN KING III
IV. (B.) CONSIDERATION AN POSSIBLE APPROVAL OF STATEMENTS OF APPOINTED OFFICER
IV. (C.) CONSIDERATION AND POSSIBLE APPROVAL OF OATH OF OFFICE
IV. (D.) ELECTION OF OFFICERS
IV. (E.) DISCUSSION AND ACTION REGARDING DIRECTOR RESPONSIBILITIES
There was no action taken on these items at this time.
IV. (F.) DISCUSSION AND NECESSARY ACTION REGARDING CITIZEN’S CONCerns AND CUSTOMER CORRESPONDENCE

Diana Killough expressed her concern for the intermittent garbage and recycling services she is getting and the fact that the area around her house hasn’t been being mowed. The Board assured her that they would address these issues.

There being no further business, the meeting was adjourned at 7:15 pm.

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

ATTEST:

[Signature]
Max Hoot, Assistant Secretary
San Antonio Municipal Utility District No. 1

(seal)