

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
April 17, 2024

STATE OF TEXAS :

COUNTY OF BRAZORIA :

The Board of Directors of Varner Creek Utility District of Brazoria County, Texas convened in regular session on Wednesday, April 17, 2024, in the CLHOA meeting room at 128 Edgewater Drive (Maintenance Barn), Columbia Lakes, West Columbia, Texas 77486, inside the boundaries of the district.

to-wit:

Keith Barker	President
Randall Weeks	Vice-President
Becky Carroll	Secretary
Allan Sassin	Treasurer/Financial Officer
Jim Stubbs	Director

Also, present were the following: Micheal Bendit, 1st Capital Business Services, LLC; Morris Ryder, Ryder & Co LLC; Wade Whitlow, KM&L; Doug Roesler, Baker & Lawson Engineering; Ray Sauer and Elliott LaPorte, Residents

All members were present, thus constituting a quorum.

Minutes are presented in order of the stated agenda even though actual order of topics may be discussed out of agenda order.

A. Public comments: None

B. 2023 Financial Audit Presentation

Presentation of 2023 Financial Audit by Wade Whitlow of KM&L. A motion was made by Beck Carroll to table a vote on approval of Audit until revisions can be made, and was seconded by Ray Weeks and the vote was unanimously approved, 5-0.

C. OPERATOR'S REPORT

- Bacterial samples taken and repairs were made to phosphate injector line at well#2.
- Maintenance to levees – mowing awed killer and trimming of trees.

OPERATOR'S REPORT- cont.

- mowing at pump station and weedkilling
- repair leaks twin lakes west
- repair leak at 125 paradise valley: plant grass on tap areas
- bid job: install 8” main valve riverside.
- Mowing of north ditch

Director Sassin made the motion to accept the Operator’s Report. The motion was seconded by Director Carroll and the vote was unanimous approval.

B. SECURITY REPORT:

A motion was made by Director Sassin to accept the security report, which was Seconded by Director Weeks and the vote was unanimous 5-0.

D. SEWER AND WATER BILLING AND COLLECTION REPORTS

- Billing for the month of March 2024
 - Read dates: 2/1/24-2/28/24.
 - Pumped: 6,562,000
 - Consumption 5,895,600
 - Accountability: 89.84%
 - Water and Sewer Billing: \$58,429.26

Meters billed: Residential:1,158, Builder (no sewer) 59, Sprinkler (no sewer) 10, Meter Off residential 17, Commercial: 6 water, Hotel 0, Varner Hogg 1, Meter off Commercial 0, 29 multiple sewer units Total 1280

Disconnect Date 4/24/24.

D. SEWER AND WATER BILLING AND COLLECTION REPORTS CONT.

Director Carroll made the motion to accept the water billing report for the month of April 2024. The motion was seconded by Director Sassin and the vote was unanimous approval.

Director Carroll made the motion to approve the April 24, 2024, cut-off list. Director Sassin seconded the motion and the vote was unanimous approval.

1. Write offs of delinquent account: None

E. ENGINEER’S REPORT.

1. No update or action taken on dormant Texas Eastman pipeline easement
2. Discussion was tabled on the automation of E & W storm water pumps.
3. Bid was received for \$128k for Pecan Valley and 3 cul-de-sac project and a motion was made by Director Stubbs to approve District Engineer to get two (2) more bids and the motion was seconded by Director Sassin- the vote was unanimously approved 5-0.
4. No action needed to be taken for Engineering projects/issues at this time
5. A motion was made by Director Stubbs to create a committee to work with Engineer to create action plan for TCEQ required Lead and Copper pipe inventory per TCEQ 20943 due October 16,2024 and was seconded by Director Carroll. The committee will be: Director Weeks and Director Stubbs. The vote was unanimously approved 5-0.

A motion was made by Director Stubbs and seconded by Director Sassin to approve the overall Engineering Report and the vote was unanimously approved 5-0.

F. LEGAL/FINANCIAL:

1. A motion was made by Director Stubbs to enter into contract with Hilltop Securities Arbitrage Rebate Compliance Services Agreement and was seconded by Director Sassin and the vote was unanimously approved 5-0.
2. A motion was made by Director Stubbs to table discussion regarding Ridgewood ct issue until legal can evaluate and was seconded by Director Sassin and the vote was unanimously approved 5-0.

G. ADMINISTRATORS REPORT

1. Micheal Bendit presented the Cash Balance Reports with the transfers and balances in the District's Operating, Capital Projects, and Debt Service accounts for the month of March 2024.
Motion to accept the report made by Director Sassin, seconded by Director Weeks and the vote was unanimous approval.

- 2 Budget Report/Income Statement:
Motion to accept the Budget, made by Director Carroll seconded by Director Stubbs. The vote was unanimous approval.

4. Micheal Bendit presented the list of checks prepared for the March 2024 invoices. The checks totaling \$130,184.75 from the Operating fund.

Motion to pay the bills made by Director Stubbs, seconded by Director Weeks and the vote was unanimous approval.

1. Tax collection reports for March 2024 was presented.

Motion to accept the Tax Collection report made By Director Sassin, seconded by Director Carroll and the vote was unanimous approval.

H. There being no other business to come before the Board, Director Sassin made a motion to adjourn at 11:42 am. Director Stubbs seconded the motion and the vote was unanimous.

Debra Lanehart
District Administrator

(SEAL)