

**VARNER CREEK UTILITY DISTRICT
OF
BRAZORIA COUNTY, TEXAS
P. O. BOX 265
WEST COLUMBIA, TEXAS 77486**

February 16, 2024

TO: THE BOARD OF DIRECTORS OF VARNER CREEK UTILITY DISTRICT AND ALL OTHER INTERESTED PERSONS

Notice is hereby given that the Board of Directors of Varner Creek Utility District (VCUD) will hold a regular meeting on Wednesday, February 21, 2024, at 9:30 A.M. at the 128 Edgewater (CLHOA Maintenance Building Meeting Room, Columbia Lakes, West Columbia, Texas 77486, within the boundaries of the District, for the following purposes:

- A. Public comments
- B. Operator's Report
 - 1. Update on biological tests and maintenance performed in current month.
 - 2. Update status of the maintenance lease and need for routine rodent control.
 - 3. Update board on the response to TCEQ's request for the Districts Emergency Action Plan.
 - 4. Update on any needed improvements to storm, water and sewer plant operations and equipment.
- C. Security Report
 - 1. Update by the security committee/operator on any security issues.
- D. Sewer and water billing and collection reports
 - 1. Review status of water and sewer accounts; approve delinquent account cut-off list and total report.
 - 2. Consider any outstanding balances to write off and recommended action on delinquent accounts.
- E. Engineer's Report
 - 1. Update on action and status regarding resident's drainage on Ridgewood Drive.
 - 2. Discuss and take appropriate action on the automation of the east and west storm water pumps.
 - 3. Discuss and take appropriate action on the bond project to replace water lines.
 - 4. Discuss and take appropriate action on any other Engineering projects/issues for the District.
 - 5. Discuss and take appropriate action on the need to update property valuations for Districts equipment for insurance purposes.
- F. Legal/Financial Advisors
 - 1. Review and approve the District's Investment Policy as discussed and agreed at the December 2023 work shop.
 - 2. Discuss and take appropriate action to update approved meeting location for the District's monthly meetings.
 - 3. Review and approve updates and renewals/extensions to the service contracts with Ryder & Co. (Operator and Street Cleaning), 1st Capital Business Services (Administrator), 1st Capital Business Services/CLHOA (Standby and Billing Services) and City of West Columbia (Waste Water Treatment).
- G. Administrators Report
 - 1. Cash balances report on District Bank accounts for January 2024.
 - 2. Budget Report/Income Statement for January 2024.
 - 3. Review and approve paying of bills.
 - 4. Review and approve minutes of previous meetings.
 - 5. Review and take appropriate action regarding the Tax Assessor/Collector report for January 2024.
- H. Adjourn

(SEAL)



VARNER CREEK UTILITY DISTRICT

By: Debra Lanehart
Debra Lanehart,
Administrator of District

General Business