

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

October 11, 2023

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, October 18, 2023, at 9:30 A.M. at the Columbia Lakes Resort Cottages back conference room, Columbia Lakes, West Columbia, Texas 77486, within the boundaries of the District, for the following purposes:

- A. Public comments
- B. Appointment of new Director
 - 1. Swear in new director to fill remaining term of Ray Sauer
 - 2. Reorganize the Board of Directors
 - 3. Approve changes to bank signatory cards.
- C. Operator's Report
 - 1. Update on biological tests and maintenance performed in the current month including water line break
 - 2. Update status of the maintenance leasehold improvements
 - 3. Update status of TCEQ's response to VCUD's Dam Safety Programs reports for the east and south levees.
 - 4. Sewer Flow Report
- D. Security Report
 - 1. Update by the security committee/operator on any security issues
- E. 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
- F. Engineer's Report
 - 1. Status update on the dormant Texas Eastman pipeline easement
 - 2. Update on action and status regarding resident's drainage on Ridgewood Drive
 - 3. Update on the project to digitalize the drawings of water and sewer lines.
 - 4. Discuss and take appropriate action on the bond project to replace water lines.
 - 5. Discuss and take appropriate action on any other Engineering projects/issues for the district.
- G. Legal/Financial Advisors
 - 1. Discuss the District's contracting procedures for contracts not handled by Engineering.
- H. Administrators Report
 - 1. Standby collections and outstanding balances report for September 2023
 - 2. Cash balances report on District Bank accounts for September 2023
 - 3. Budget Report/Income Statement for September 2023
 - 4. Approve paying of bills.
 - 5. Review and approve minutes of previous meetings
 - 6. Review and take appropriate action regarding the Tax Assessor/Collector report for September 2023
 - 7. Review and approve Engagement Letter with KM&L for 2023 Audit.
 - 8. Executive Session: Continue Board reorganization discussion and take appropriate action.
- I. Adjourn

(SEAL)



VARNER CREEK UTILITY DISTRICT

By: *Debra Lanehart*
Debra Lanehart,
Administrator of District