

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT

September 18, 2019

STATE OF TEXAS :

COUNTY OF BRAZORIA :

The Board of Directors of Varner Creek Utility District of Brazoria County, Texas convened in regular session, open to the public in the back office of the Columbia Lakes Resort Cottages at 180 Freeman Blvd., Columbia Lakes, West Columbia, Texas within the boundaries of the District on the 18th day of September 2019 at 9am. and the roll was called of the duly constituted officers and members of the Board,
to-wit:

Allan Sassin	President
Gene Pell	Vice-President / Financial Director
Becky Carroll	Secretary/Treasurer
Wayne Pollard	Asst. Secretary/Treasurer
Ray Sauer	Director

Also present were the following: Debra Lanehart, 1st Capital Business Services, LLC; Morris Ryder, Ryder & Co.; Doug Roesler and Steve Matula, Baker & Lawson; Don Womble & DC Bean, CLHOA Security; Randall Weeks, resident. All members were present, thus constituting a quorum.

Director Sassin called the meeting to order at 9:00am

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

A. Public Hearing

1. Meeting convened for public hearing in accordance with §49.236, Texas Water code in order to receive public comment regarding proposed tax rate.

The proposed tax rate is as follows: \$0.52/100 valuation for Debt Service and \$0.08/100 valuation for Maintenance & Operation Tax.

There were no comments on the tax rate.

Director Sauer made the motion to convene the Public Hearing. The motion was seconded by Director Pell and the vote was unanimous.

B. SECURITY

General Report given by Mr. Womble: Mr. Womble stated that 95% of the traffic on the levee occurred at the Crappie Pond. He stated that the CLHOA and Sheriff's office to meet and discuss the Road Rules adopted and the use of ATVs on the roads in Columbia Lakes.

C. SEWER AND WATER BILLING AND COLLECTION REPORTS

Billing for the month of August 2019:
Read dates June 28 to July 24, 2019.
Pumpage: 5,729,000
Consumption: 4,559,500
Accountability: 79.59%

Director Pell made a motion to accept the water and sewer reports, seconded by Director Pollard and the vote was unanimous.

Disconnect date: September 25, 2019

Director Sauer made the motion to approve the cutoff list for September 25, 2019. Director Pell seconded the motion and the vote was unanimous.

D. OPERATOR'S REPORT

1. Update on maintenance: July
 - Bacteriological samples were good.
 - Mowed and weeded pump stations and levee, North Ditch.
 - Cleaned storm drains
 - Repaired water leak 265 N Amherst, Veranda
 - Changed check valve at water plant
 - Water taps: Turberry
 - Unstopped sewer line: Turberry, 258 Sunset Oaks
2. Both S Ridgewood Court and La Costa have been completed.

Motion to accept the Operator's report made by Director Pell and seconded by Director Pollard and the vote was unanimous.

E. ENGINEER'S REPORT

- 1-3. West Levee: Director Sauer concerned about the grass seed not sprouting.

North Pump Station: Engineers working on moving the footprint to the North Levee. Bid documents should be ready in about 2 weeks.

E. ENGINEER'S REPORT CONT

Freeman Blvd. Slip Lining: After failure on the grouting process, Vernor Materials is in process of removing the liner. Proposed a change in the type of pipe. The change order for the new pipe was \$41,272.00 and increase the days by 25 with a completion date of November 7.

Smart meter contract awarded to Accurate Meters. Directors discussed having a Town Hall meeting to educate residents on the new meters.

Baker and Lawson proposed sending Mr. Verkin a letter asking for a 20' x 30' easement for the installation of the 42-inch Gravity Outfall pipe at the West Pump Station.

Motion to accept the report made by Director Sauer and seconded by Director Carroll. The vote was unanimous.

F. LEGAL/FINANCIAL ADVISORS

Motion to Adopt Order Levying Taxes made by Director Sauer, seconded by Director Pollard and the vote was unanimous.

Motion to Approve the Amended Information Form made by Director Sauer, seconded by Director Carroll and the vote was unanimous.

F. ADMINISTRATORS REPORT

1. Debra Lanehart presented to Standby Collection report for August 2019. August collections totaled \$1,235.

Motion to accept the Standby Collections report made by Director Sauer seconded by Director Carroll and the vote was unanimous.

2. Debra Lanehart presented the Administrator's report reviewing account monies, transfers and balances in the District's Operating, Capital Projects, and Debt Service accounts for the month of August 2019.

Motion made by Director Sauer to accept the Cash Balance Report, seconded by Director Carroll and the vote was unanimous.

3. Tax Assessor/Collector's report for August was presented. Current year levy paid was \$2,494.12. Prior period collections for August were \$320.82.

Motion to accept the Tax Assessor/Collector's report made by Director Pell, seconded by Director Sauer and the vote was unanimous.

4. Budget Report for August 2019 was presented. Revenues to-date are \$491,242.75 or

ADMINISTRATORS REPORT CONT.

56.99% of the 2019 Budgeted revenue amount of \$862,000. Expense to-date total \$536,297.75 or 62.22% of the 2019 Budgeted expenses amount of \$862,000.

Motion to accept the Budget Report for August was made by Director Sauer, seconded by Director Pell and the vote was unanimous.

5. No Sewer Flow Analysis Report given.

6. Debra Lanehart provided list of checks with \$83,862.77 out of the Operating account to be approved, nine (09) checks totaling \$22,947.50 out of Capital Projects Fund for Bond Projects and one (01) check to Brazoria County Appraisal District for \$1,558.75 out of Debt Service for the Quarterly payment for tax collections.

Motion to approve check list made by Director Sauer, seconded by Director Carroll and the vote was unanimous

G. MINUTES

Director Carroll made the motion to accept the minutes from the August 8, 2019 special meeting. The motion was seconded by Director Sauer and the vote was unanimous.

Director Carroll made the motion to accept the minutes from the August 21, 2019 regular meeting. The motion was seconded by Director Sauer and the vote was unanimous.

H. TRUST PROPERTIES: NONE

There being no other business to come before the Board, Director Sauer made a motion to adjourn. The motion was seconded by Director Pollard and the vote was unanimous.

Debra Lanehart
District Administrator

(SEAL)