

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT
August 18, 2021

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, August 18, 2021, in the Columbia Lakes Resort Cottages back conference room, Columbia Lakes, West Columbia, Texas 77486, inside the boundaries of the district.

to-wit:

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

Also, present were the following: Debra Lanehart, 1st Capital Business Services, LLC; Clark Lord, Bracewell Law; Steve Matula, Baker & Lawson; Morris Ryder, Ryder & Co.; Mr. LaPort, resident

All members were present, except Director Carroll thus constituting a quorum.

Director Sassin called the meeting to order at 9:30am

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. OPERATOR'S REPORT

- 1 Bacterial Samples Good
2. Mowed pump stations, levee, North Ditch, and right-of-way to City
3. Weeded fire hydrants and manholes
4. Repaired water main break on Woodhaven
5. Slip lined sewer & sewer tap at 2272 Lake Forrest
6. Installed 10 water and 19 sewer taps since last meeting
7. Plastic lid on manhole fell into sewer line. The cost of the plastic lid is \$32.00. There are approximately 100 manholes throughout the subdivision.

B. OPERATOR'S REPORT CONT.

The hogs are starting to do damage to the North Ditch.

Motion to purchase trap for hogs, cost to be split between Varner Creek and Morris Ryder with the cost not to exceed \$5,000.00 made by Director Pell. The motion was seconded by Director Sauer and the vote was unanimous.

No action against McDonald.

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

C. ENGINEER'S REPORT

Engineering report attached with updates to bond project.

Ridgewood CCIP project: Currently \$85,000.00 to come from Operating funds. If the scope of the project fits into the original bond use, then bond funds could be used. There could be a change of scope application to TCEQ if the scope is not covered in the original application.

Talks with the HOA are ongoing for the easement to the Crappie Pond.

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

D. LEGAL/FINANCIAL No legislative action affecting VCUD other than website requirements.

E. SECURITY: No updates at present time.

F. SEWER AND WATER BILLING AND COLLECTION REPORTS

1. Billing for the month of July 2021:
Read dates: 6/01-6/30/21.
Pumped: 5,873,000
Consumption: 5,570,800
Water and Sewer Billing: \$53,311.04

Meters billed: Residential:1,049 Commercial: 39 water, 35 sewers

Disconnect Date: 8/30/2021

Director Sauer made the motion to accept the water billing report for month of July. The motion was seconded by Director Pell and the vote was unanimous.

F. SEWER AND WATER BILLING AND COLLECTION REPORTS CONT.

Director Sauer made the motion to approve the August 30th cut-off list. The motion was seconded by Director Weeks and the vote was unanimous.

2. No action on write offs of delinquent account

G. ADMINISTRATORS REPORT

1. Standby collections for July 2021 were \$480.00.
2. Debra Lanehart presented the Cash Balances report reviewing account monies, transfers and balances in the District's Operating, Capital Projects, and Debt Service accounts for the month of July 2021.

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

3. Budget Report/Income Statement: Debra Lanehart presented the Budget Performance Report showing \$502,899.80 of income through July 2021 or 53.6% of the total income budget of \$939,000.00. The reported expenses for the same period were \$533,247.72 or 56.8% of the budgeted expenses of \$939,000.00.

4. Director Pell made the motion to accept the July 21st Regular meeting minutes as presented. Director Weeks seconded the motion and the vote was unanimous.

Director Sauer made the motion to accept the August 5th minutes from the tax workshop. The motion was seconded by Director Sassin and the vote was unanimous.

5. Tax collections for the month of July 2021 was \$9,367.07. There were no adjustments for the current period. Prior period taxes collection was \$1,120.00.

Motion to approve the July tax collections report made by Director Sauer seconded by Director Weeks and the vote was unanimous.

6. Review and Propose 2021 Tax Rate for Publication: Director Sauer made a motion to set the tax rate at \$.53/\$100 (\$.45/\$100 for Debt Service and \$.08/\$100 for Maintenance and Operations. The motion was seconded by Director Weeks. Vote was as follows: Aye – Directors Sauer, Pell, Weeks, and Sassin.

7. Set Date, Time, and Place for Public Hearing on Proposed Tax Rate: Director Sauer made a motion to hold the Tax Hearing on September 15, 2021 at 9:30 a.m. in the back conference room, Columbia Lakes, West Columbia, Texas. The Tax Hearing will be followed by the regular monthly Board Meeting.

G. ADMINISTRATORS REPORT CONT.

8. Debra Lanehart provided list of checks with \$101,322.51 out of the Operating account to be approved and twelve (12) checks out of Capital Projects Fund for total of \$107,491.24 for Bond Projects.

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

I. ADJOURN:

There being no other business to come before the Board, Director Sauer made a motion to adjourn at 11:10 am. The motion was seconded by Director Weeks and the vote was unanimous.

Debra Lanehart
District Administrator

(SEAL)