

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT

February 20, 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 20th day of February 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; Morris Ryder, Ryder & Co.; Doug Roesler, Baker & Lawson; Don Womble & DC Bean, CLHOA Security; Dave Ciarella, Enhanced Energy Services of America, LLC. All members were present except Director Pell 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. SECURITY

General Report given by Mr. Womble.

B. Dave Ciarella from Enhanced Energy Services of America, LLC presented comparative rates for the District. Current Provider is GLO at a current energy price of 6.486¢/kwh. Directors discussed the three rates by providers and the pricing differences at the service lengths of 12, 24, 36, 48 and 60 months.

Director Sauer made the motion to extend the current contract with GLO for 60 months at the 5.663¢/kwh. The motion was seconded by Director Carroll and the vote was unanimous.

C. . SEWER AND WATER BILLING AND COLLECTION REPORTS

Debra Lanehart presented the water and sewer billing and collections report for the read dates of 12/15/18-1/15/19. Accountability for the month was 92% Pumpage was 4,730,000 and consumption was,4,335,800.

The cut-off list was presented with a cut off date of February 26, 2019.

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

Director Sauer made the motion to approve the cut off list, seconded by Director Carroll the vote was unanimous.

D. OPERATOR'S REPORT

1. Update on maintenance: December

- Bacteriological samples were good .
- Mowed and weeded pump stations and levee, North Ditch.
- Cleaned storm drains
- Ran Storm Pumps
- Long Taps: 4 Sewer Taps: 3
- GM Services performed the annual inspected of the wells. Report should be available at next meeting.
- Replaced 2" lines on St Andrews Ct and Troy Lane
- Repair meter box
- Flushed Hydrants 1/28-1/31/19
- Pumped down water @ pump stations 1/5, 1/6, 1/7, 1/8, 1/9, 1/12, 1/13, 1/14, 1/15, 1/16
- Opened flood gates

Morris Ryder informed the Board that the Metal Box (instrument panel box) needs to be replaced. Requested approval to replace metal with a Hardi-Plank sided enclosure and metal door. The estimated cost was \$2,500.

Motion to do the repair was made by Director Sauer, seconded by Director Pollard and the vote was unanimous.

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

E. ENGINEER'S REPORT

1. Doug Roesler reported that the West Levee Elevation Projects will advertise in the Facts newspaper on Friday, February 22. Work on the North, East and Internal levee projects may be small enough for Ryder and Company to do.
2. East pump station property: B&L has had no response to the District's offer.

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

F. LEGAL/FINANCIAL ADVISORS

Engineer will contact Dr. & Mrs. Voltz about the easement to the Crappie Pond.

G. ADMINISTRATORS REPORT

1. Residents information uploaded to website. Small test done with limited numbers, testing, and voice to hear and see end result. We are working to be able to do a test of the complete system. Process will be presented to CLHOA board to determine time and content of messages.
2. Debra Lanehart presented to Standby Collection reports for January 2019. January collections totaled \$2,392.

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

3. 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 January 2019.

Director Sauer made the motion to transfer \$100,000 from the Prosperity Bank Operating Account to TexPool. The motion was seconded by Director Pollard and the vote was unanimous.

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

4. Tax Assessor/Collector's report for January was presented. Current year levy paid was \$140,875.76 and a monthly adjustment decrease of \$3,392.02.

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

G. ADMINISTRATORS REPORT CONT.

5. Budget Report for January 2019 was presented. Revenues to-date are \$70,678.61 of the 2019 Budgeted revenue amount of \$982,000. Expense to-date total \$49,598.97 of the 2019 Budgeted expenses amount of \$982,000.

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

6. Debra Lanehart provided list of checks with \$83,585.93 out of the Operating account to be approved, eleven checks totaling \$44,322.50 out of Capital Projects Fund for Bond Projects and two checks totaling \$1,500 out of Debt Service Funds for Paying Agent Fees to BNY Mellon.

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

7. Motion to approve Resolution Concerning Tax Collection Procedures made by Director Carroll, seconded by Director Sauer and the vote was unanimous.
8. Motion to approve Resolution Providing for Additional Penalty for Tax Collection Costs made by Director Carroll, seconded by Director Sauer and the vote was unanimous.
9. Motion to approve Resolution Concerning Exemption of Residence Homesteads from Taxation made by Director Sauer, seconded by Director Carroll and the vote was unanimous.

H. MINUTES

Director Carroll made the motion to accept the minutes from the January 16, 2019 regular meeting. The motion was seconded by Director Sauer and the vote was unanimous.

I. 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 Carroll and the vote was unanimous.

Debra Lanehart
District Administrator

(SEAL)

