

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT

May 15, 2013

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 Board Room at the Columbia Lakes Clubhouse, West Columbia, Texas within the boundaries of the District on the 15th day of May, at 9 a.m. and the roll was called of the duly constituted officers and members of the Board, to-wit:

Ray D. Sauer	President
Gene Pell	Vice-President / Financial Director
James Gillenwaters	Secretary-Treasurer
Wayne Pollard	Asst. Secretary-Treasurer
Allan Sassin	Director

All members were present, thus constituting a quorum.

Also present were the following: Debra Lanehart, 1st Capital Business Services; Denise Kemp, City of West Columbia; Morris Ryder, Ryder & Co.; Geneva West, CLHOA; Dave Ciarella, Enhanced Energy Services of America

Director Sauer called the Regular Meeting of the Board of Directors to order.

A. TRUST PROPERTY: No bids were received for VCUD trust property.

C. STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT

1. Debra Lanehart reported the collections for standby in April totaled \$2,575.00.

Director Sassin made the motion to accept the standby collection report. Director Gillenwaters seconded the motion and the vote was unanimous.

2. Denise Kemp presented the water and sewer billing and collections report. Accountability for the month was 83% for read dates 3/20-4/17/13.

C. STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT CONT.

The cut-off list was presented; cut-off for delinquent accounts is scheduled for May 29, 2013.

Director Pell made a motion to approve the cut-off list, seconded by Director Pollard, and the vote was unanimous.

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

D. ADMINISTRATOR REPORT

1. Debra Lanehart, District Administrator, presented her report reviewing account monies, transfers and balances in the District's Operating, Capital Projects, and Debt Service accounts.

Motion made by Director Pell to accept the cash report as given, seconded by Director Pollard, unanimous approval.

2. Certified Tax Assessor report for April 2013 was presented. Current year collections for the month were \$13,892.23 and delinquent collections for the month were \$820.63

Motion to accept the Tax Assessor report made by Director Sassin, seconded by Director Pollard and the vote was unanimous

3. Dave Ciarella of Enhanced Energy Services of America made a presentation to the Board on options available for electric coverage. He presented 12-month, 24-month and 36-month options for ten electric providers.

Director Pollard made the motion to go to at least a 24-month contract. Director Gillenwaters seconded the motion and the vote was as follows: Yes- Gillenwaters, Pell, and Pollard No- Sassin

The motion was made to contract with Cavallo GLO by Director Pell, seconded by Director Sassin and the vote was unanimous.

4. Commercial Property Tax Status Report: Debra Lanehart provided the Board with and updated tax status report by entity for consideration.
5. Consumer Confidence Report: Not available for download as of meeting time.

E. MINUTES

Director Pollard made the motion to accept the minutes of the April 17th meeting as presented. Director Sassin seconded the motion and the vote was unanimous.

F SECURITY REPORT:

Geneva West, CLHOA President reported that there had been some minor mischief reported.

G. OPERATOR'S REPORT

1. Bacteriological samples were good.
3. Mowed N Ditch/weed-eated flap gate.
4. Replanted seed on bare spots on levee.
5. Mowed pump stations.
6. Checked manholes for leaks.
7. Repaired roof Chlorine Room (re-shingled).
8. Repair phosphate pump offsite.
9. Mowed right-of-way
10. Sewer inspection Burning Tree.

Motion to accept the Operator's report as presented was made by Director Pell, seconded by Director Gillenwaters and the vote was unanimous

H. ENGINEER'S REPORT

Engineer not in attendance.

I.LEGAL

Lawyer not in attendance.

J. PAYMENT OF BILLS

The Administrator distributed the list of bills to be paid with \$66,044.66 from the Operating Fund.

Director Pell made a motion to approve the bills for payment, seconded by Director Sassin, and the vote was unanimous.

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

(SEAL)

Debra Lanehart
District Administrator