

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT

June 24, 2015

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 24th day of June 2015 at 9 am. and the roll was called of the duly constituted officers and members of the Board, to-wit:

Jim Gillenwaters	President
Gene Pell	Vice-President / Financial Director
Wayne Pollard	Asst. Secretary
Allan Sassin	Secretary
Rebecca Carroll	Director

Also present were the following: Debra Lanehart, 1st Capital Business Services; Morris Ryder, Ryder & Co. All members were present, thus constituting a quorum.

Jim Gillenwaters called the meeting to order at 9:00 am.

A. Public Hearing: Consumer Confidence Report for 2014

No residents were present so public hearing closed and regular meeting continued.

B. STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT

1. Debra Lanehart reported the collections for standby in May totaled \$1,250.00.

Director Pell made the motion to accept the standby collection report. Director Pollard seconded the motion and the vote was unanimous.

2. Debra Lanehart presented the water and sewer billing and collections report.

Accountability for the month was 81% for read dates 4/24-5/22/2015. Total pumping reported by Ryder & Co. was 4,937,000 gallons pumped and consumption billed totaled

STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT CONT.

4,016,700 gallons.

The cut-off list was presented; cut-off for delinquent accounts is scheduled for June 26, 2015.

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

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

C. OPERATOR'S REPORT

1. Bacteriological samples were good.
2. Levee inspection good.
3. Mowed pump stations, North Ditch
4. Ran pumps on 5/21-5/26.
5. Cleaned storm screens/drains
6. Replaced meter box Lake Forrest.
7. Water/Sewer tap on S. Amherst
8. Annual Water tank inspections done at water plants
9. Replace water line on St. Andrews Court

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

D. ENGINEER'S REPORT

None

E. 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. Tax Collections Report from the Brazoria County Tax Office showed \$14,341.03 in current collections for May. Prior period collections totaled \$14,767.45.

Motion to accept the tax report made by Director Sassin, seconded by Director Carroll and the vote was unanimous.

E. ADMINISTRATOR REPORT CONT.

3. Debra Lanehart presented a Budget Performance Report for the January through May 2015 to the Board. The Revenue and Disbursements are at 37.68%.
4. Debra Lanehart presented an Analysis of the Sewer Charges for 6-month period from October 1, 2014-March 30, 2015. Current analysis shows an overpayment of account for the 6-month period.

Debra Lanehart discussed the commercial water accounts still under various entities with Bob Putt as the responsible party. The topic of transfer of these properties to Dr. Voltz in name as the responsible party. The Board instructed the Administrator to talk to Dr. Voltz about the transition from Bob Putt to Voltz Properties, LLC.

F. TRUST PROPERTIES

The Administrator presented the current summary of the Trust Property bids. The bid twenty-one (21) parcels of land mainly located on Mossy Meadow and Pinehurst. Single parcels on Montclair, Preston Lane, and Lakeside were also included.

Motion to accept the bids on the Trust Properties was made by Director Sassin and seconded by Director Carroll. The vote was unanimous.

G. MINUTES

Director Sassin made the motion to accept the minutes from the May 20, 2015 regular meeting. The motion was seconded by Director Carroll and the vote was unanimous.

H. SECURITY REPORT

NONE

I. LEGAL

NONE

J. PAYMENT OF BILLS

The Administrator distributed the list of bills to be paid with \$94,502.60 from the Operating Fund and from the Debt Service Fund \$1,658.50 to BCAD for the District quarterly billing and \$375 to Wells Fargo for paying agent fees.

J. PAYMENT OF BILLS CONT.

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

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

(SEAL)

Debra Lanehart
District Administrator