

MINUTES OF  
REGULAR MEETING  
VARNER CREEK UTILITY DISTRICT

July 15, 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 15th day of July 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, 1<sup>st</sup> Capital Business Services; Ben Ryder, Ryder & Co.; Terry Elliott and Denise Kemp, City of West Columbia. All members were present, thus constituting a quorum.

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

A. STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT

1. Debra Lanehart reported the collections for standby in June totaled \$6,890.00.

Director Sassin made the motion to accept the standby collection report. Director Carroll 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 91% for read dates 5/23-6/22/2015. Total pumping reported by Ryder & Co. was 4,254,000 gallons pumped and consumption billed totaled

STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT CONT.

3,882,300 gallons.

The cut-off list was presented; cut-off for delinquent accounts is scheduled for July 29, 2015.

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

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

Terry Elliott, City of West Columbia Sewer Plant Operator, reported that the City had one of their pumps out (pump #3). It had been repaired several times and in his opinion needed to be replaced.

3. Debra Lanehart reported to the Board that Dr. Voltz explained that all assets and liabilities were transferred to him in lieu of foreclosure of Stallion Creek/Bob Putt. The deposits can be moved to Dr. Voltz on the clubhouse and conference center. A letter to Dr. Voltz addressing the lack of deposits on several golf course accounts will be sent. All water accounts will be billed to Dr. Voltz on one statement.

C. OPERATOR'S REPORT

1. Bacteriological samples were good.
2. Levee inspection good.
3. Mowed pump stations, North Ditch
4. Water/sewer tap Prescott
5. Cleaned storm screens/drains
6. Standard Cement to come out on Friday 17<sup>th</sup> to look at manholes.

Motion to accept the Operator's report made by Director Pell, seconded by Director Sassin 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

#### E. ADMINISTRATOR REPORT CONT.

Carroll, unanimous approval.

2. Tax Collections Report from the Brazoria County Tax Office showed \$32,263.16 in current collections for May. Prior period collections totaled \$1,776.71.

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

3. Debra Lanehart presented a Budget Performance Report for the January through June 2015 to the Board. The Revenue and Disbursements are at 50% of the current year budget.

#### F. TRUST PROPERTIES

The Administrator presented the current summary of the Trust Property bids. The bid is for seven (7) parcels of land located on Twin Lakes, S Amherst, Turberry, Countryside and Preston Lane.

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

#### G. MINUTES

Director Pell 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 \$67,886.04 from the Operating Fund.

J. PAYMENT OF BILLS CONT.

Director Pell 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 Sassin made a motion to adjourn seconded by Director Pollard and the vote was unanimous.

(SEAL)

Debra Lanehart  
District Administrator