

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT

September 17, 2014

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 at Oak Room the Columbia Lakes Clubhouse, West Columbia, Texas within the boundaries of the District on the 17th day of September, 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. STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT

1. Debra Lanehart reported the collections for standby in August totaled \$1,434.00.

Director Pollard made the motion to accept the standby collection report. Director Sassin 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 88% for read dates 7/25-8/22/14. Total pumping reported by Ryder & Co. was 6,223,000 pumped and consumption totaled 5,502,900.

STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT CONT.

The cut-off list was presented; cut-off for delinquent accounts is scheduled for September 29, 2014.

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

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

B. OPERATOR'S REPORT

1. Bacteriological samples were good.
2. Repaired Manholes
3. Mowed North Ditch and pump station.
4. 8 water leaks: St. Andrews, Lake Forest, Atmore Lane, Freeman, Pleasant Valley, S. Amherst
5. Auxiliary pumps run at water plant
6. Repaired Fire hydrant on Twin Lakes, S. Amherst

Mr. Ryder informed the Board that residents were placing tree debris on storm drains and manhole covers and Mr. Mosher, who is clearing the debris for the Columbia Lakes Homeowners Association, is breaking the manholes when clearing the debris.

Motion to send an Invoice to Ike Mosher for the repairs to the manhole covers/storm drains made by Director Sassin. The motion was seconded by Director Carroll and the vote was unanimous.

Director Sassin made the motion to accept the Operators report. Director Pollard seconded the motion and the vote was unanimous.

C. ENGINEER'S REPORT

NONE

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.

D. ADMINISTRATOR REPORT CONT.

2. Certified Tax Assessor report for July 2014: Current collections totaled \$7,630.31 and prior period collections totaled \$13,521.09.

Director Pell made the motion to accept the report. Director Sassin seconded the motion and the vote was unanimous.

3. Debra Lanehart reported the latest status of the Standby Application with TCEQ.
4. Debra Lanehart presented the Board with report calculating the collection status of the 2013 taxes.
5. Motion to retain Kennemer, Masters & Lunsford LLC for the 2014 annual audit at a projected cost of \$12,000.00.
6. Debra Lanehart presented the Board with proposal from Texas Tank Services to continuing to provide annual tank inspections at the same annual rate currently paid by the District.

The motion to approve the renewal of the Texas Tank Services contract was made by Director Pell, seconded by Director Pollard and the vote was unanimous.

E. TRUST PROPERTIES

NONE

F. MINUTES

Director Pell made the motion to accept the minutes from the August 17, 2014 meeting. Director Carroll seconded the motion. Director Sassin wanted a correction to the minutes under Agenda Item D. 3 to read "No formal request to change donation amount on the VCUD water billsO made by the Columbia Lakes Volunteer Fire Department. No action taken. Director Carroll seconded the motion with the correction above and the vote was unanimous.

G. SECURITY REPORT:

NONE

H. LEGAL

NONE

I. PAYMENT OF BILLS

The Administrator distributed the list of bills to be paid with \$64,270.61 from the Operating Fund.

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

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

(SEAL)

Debra Lanehart
District Administrator