

MINUTES OF
REGULAR MEETING
VARNER CREEK UTILITY DISTRICT

October 15, 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 15th day of October, 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. and Denise Kemp, City of West Columbia. All members were present except Directors Carroll and Pollard, 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 September totaled \$4,940.00.

Director Sassin made the motion to accept the standby collection report. Director Pell 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 88% for read dates 8/23-9/18/14. Total pumping reported by Ryder & Co. was 4,262,000 pumped and consumption totaled 3,775,200.

STANDBY, WATER AND SEWER BILLING AND COLLECTIONS REPORT CONT.

The cut-off list was presented; cut-off for delinquent accounts is scheduled for October 28, 2014.

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

Director Sassin made a motion to accept the water and sewer reports, seconded by Director Pell 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. Meter leaks repaired: Prescott, Countryside, Pleasant Valley, River Oaks, Paradise Valley and S. Amherst.
5. Auxiliary pumps run at water plant
6. Replaced drive on River Oaks

Director Sassin made the motion to accept the Operators report. Director Pell 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 Sassin, unanimous approval.

2. Certified Tax Assessor report for September 2014: Current collections totaled \$3,127.20 and prior period collections totaled \$824.26.

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

D. ADMINISTRATOR REPORT CONT.

3. Debra Lanehart reported the latest status of the Standby Application with TCEQ.
4. Debra Lanehart presented the Board with the 9-month Budget Performance report for the current year.

E. TRUST PROPERTIES

NONE

F. MINUTES

Director Sassin made the motion to accept the minutes from the September 11, 2014 meeting, with the following correction: the rate should read “0.83 per \$100 valuation. Director Pell seconded the motion and the vote was unanimous.

Director Sassin made the motion to accept the minutes from the September 17, 2014 meeting. Director Pell seconded the motion 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 \$71,431.87 from the Operating Fund and \$1,723.25 from the Debt Service Fund for the 4th quarter payment to BC Appraisal District.

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

(SEAL)

Debra Lanehart
District Administrator